

## **INFORMATION TO THE DATA SUBJECT REGARDING THE PROCESSING OF PERSONAL DATA**

Pursuant to Article 13 of EU Regulation 2016/679

SEFIN S.p.a. is the Data Controller of the data you have provided, and through this document, it wishes to provide you with detailed information regarding the use and protection of your data.

### **Purposes and legal bases**

The personal data you have provided and acquired by the Data Controller will be processed to fulfill the obligations undertaken during preliminary and final contract negotiations, as well as to carry out all activities related to the contract and required by law.

In particular, the data you have provided will be used, pursuant to Article 6, paragraph 1, letters b) and c) of EU Regulation 2016/679, for the following purposes:

1. execution and management of the request made through the contact form;
2. performance of all activities related to the request, including administrative, accounting, and/or tax-related activities;
3. compliance with specific obligations arising from laws, regulations, and/or orders of the Authority related to the request;
4. exercise of the Data Controller's rights in judicial disputes.

For your protection, it is specified that the data requested from you are strictly necessary for the fulfillment of these purposes, in compliance with the principle of minimization under Article 5, paragraph 1, letter c), and therefore, failure to provide such data will result in the inability to complete the agreed activities.

### **Data subject to processing**

The data requested from you and that will be processed for the purposes mentioned above can be defined as:

- Identification data: (last name, first name, reference company);
- Contact data: (email address and landline or mobile phone number);
- Subject of the request.

### **Processing methods**

The processing will be carried out both manually and electronically, in compliance with Article 32 of EU Regulation 2016/679, by the Data Controller or individuals specifically appointed and authorized by the Data Controller.

Pursuant to Article 4, paragraph 2, it is specified that processing may consist of any operation or set of operations such as collection, recording, storage, adaptation, modification, extraction, consultation, communication, restriction, erasure, or destruction.

### **Retention period**

The Data Controller will retain your data for the entire period necessary to fulfill the request and for the subsequent 10 years.

## **Data communication**

To fulfill the purposes of this Notice and in accordance with the previous paragraph, your data may be communicated to:

- Revenue Agency (Agenzia delle Entrate);
- Banks and financial institutions;
- Public entities and administrative bodies of the Public Administration (P.A.);
- Judicial authorities;
- Other partner companies;
- All entities to whom communication is mandatory by law.

These entities will process your data as independent data controllers.

The updated list of external Data Processors is kept at the registered office of the Data Controller.

## **What are your rights and how to exercise them**

As a data subject, you have the rights outlined in Articles 15 to 22 of EU Regulation 2016/679, where applicable, which include:

- Access;
- Rectification;
- Erasure;
- Restriction;
- Complaint to a supervisory authority.

You may exercise these rights at any time by sending a written communication to SEFIN S.p.a., Viale Zara 10 - Milan (MI), or by email at [privacy@sefin.it](mailto:privacy@sefin.it), or via certified email (PEC) at [sam.sefin@legalmail.it](mailto:sam.sefin@legalmail.it).

SEFIN S.p.a. has also appointed a Data Protection Officer (DPO), who can be contacted for any data protection-related matters at [dpo@frareg.com](mailto:dpo@frareg.com).