

## INFORMATION RELATING TO DATA PROCESSING PERSONAL

(EU REG. 2016/679)

Below we inform you how your personal data will be processed.

### Data controller

The Data Controller is the company VI.TO.MEC. SRL Single-member company, with headquarters in Via Chignolo nn.33/35 – 24012 – Val Brembilla (BG).

### Why we process your data

We will use your personal data:

- For the execution of pre-contractual measures for the following purposes:

1. acquisition of information prior to the provision of the service/product (e.g. estimates);
2. management of pre-contractual relationships;

- For legitimate interest of the company VI.TO.MEC. SRL Single Member Company to protect company property, and for

Your interest in being protected while you are in our company for the following purpose:

3. video recordings via video surveillance system;

- For legitimate interest of the company VI.TO.MEC. SRL Società Unipersonale to establish new collaborations with companies and/or professionals in the sector for the following purposes:

4. sending estimates, offers and presentations of the company activity; You can ask not to at any time

no longer receive such communications;

- Only with your prior consent for the following purposes:

5. sending commercial and promotional communications relating to the products/services offered by our company (e.g. newsletter, email, WhatsApp, etc.).

### Need to provide us with your data

Your data are necessary for all the purposes indicated in points 1. and 2.; it follows that, if you decide not to provide us with the your data, we will not be able to guarantee the provision of the requested services/products.

The provision of data for the purposes referred to in point 3. (video surveillance) is optional, but is necessary for give you access to our premises.

The provision of data for the purposes referred to in points 4. and 5. however is optional: you can freely decide not to release any data to us or deny us the possibility of using the data provided, without this preventing us from guaranteeing them the supply of the requested product/service.

### How we process your data

Your data will be processed manually (by authorized persons) and/or with an automated system, and will be safety is guaranteed through the implementation of adequate technical and organizational measures.

In any case we guarantee that your data will not be processed with automated decision-making processes.

### **How long we keep your data**

The data contained in the estimates will be kept for the entire duration of the negotiations and pre-contractual relationships for the next 5 years.

For the purposes referred to in point 5. the data will be used for 2 years from the granting of consent or until its revocation.

### **To whom we communicate your data**

Your data may be communicated to the following subjects:

- employees and collaborators of the Data Controller, professional firms, consultants, service providers computer scientists and other subjects external to our company carefully selected and promptly trained;
- public bodies and administrations;
- credit and financial institutions, insurance companies.

Some of the subjects listed above are appointed Data Processors; the complete list of nominations is available at the headquarters of the Data Controller.

### **What are your rights**

You may exercise the right of access, rectification, cancellation and limitation of the processing of your data at any time data; you may also revoke the consent referred to in point 5 at any time.

To exercise the aforementioned rights you can contact us at the following addresses:

- Address: VI.TO.MEC. SRL Single-member company, with headquarters in Via Chignolo nn.33/35 – 24012 – Val Brembilla (BG);
- Telephone: 0345 98129;
- Email: info@vitomec.it.

You also have the right to lodge a complaint with the Personal Data Protection Authority (<https://www.garanteprivacy.it/>).

Val Brembilla, Last update date: 09/25/2024.

**VI.TO.MEC. S.R.L.**  
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