

"REQUEST INFORMATION" FORM

Dear User, article 13, par. 1 of the European General Data Protection Regulation (GDPR) sets out an obligation to notify the data subject, in the event of direct collection of his/her data, of the fundamental elements of the processing operation, specifying such elements in § 1, lett. a/f. As such, we hereby notify you of the following:

DATA CONTROLLER

The data controller is **PAS LOGOS SNC DI MANUELA MERCURIO E MICHELA BERARDINELLI** located in Forlì (FC)
Via G.Mazzatinti 27 **CERTIFIED** E-MAIL: pec@pec.paslogos.it E-MAIL: info@paslogos.it TEL: +39 05431796247 FAX: +39 0307771079

CATEGORIES OF DATA

Your personal data – including, by way of non-exhaustive example, your name, surname, e-mail address and telephone number – may be subject to processing.

SOURCE OF THE PERSONAL DATA

The personal data held by the Controller are collected directly from the data subject.

METHODS OF PROCESSING THE DATA

The personal data you provide will be processed in accordance with the aforementioned legislation and the confidentiality obligations underpinning the Controller's activities. The data will be processed using electronic tools, in hard copy, and on any other appropriate medium, in compliance with adequate security measures under the GDPR.

PURPOSES OF PROCESSING THE DATA AND LEGAL BASIS

The legal basis for processing your data, collected and stored in the context of filling out this form, is compliance with a legal obligation, and the processing is performed for the following purpose: quote request.

DATA RECIPIENTS

Within the limits relevant to the processing purpose specified, your data may be shared with persons appointed by the Controller as Processors (the Controller can be contacted for a list of such persons). Your data will not be disseminated in any way.

TRANSFER OF THE DATA TO THIRD COUNTRIES

The data may be transferred to a third country. If a transfer does occur, care will be taken to do so in compliance with applicable legal provisions.

RETENTION PERIOD

The data collected will be stored for no longer than the time required to achieve the purpose for which they were collected ("principle of storage limitation", art. 5, GDPR) or based on the retention periods provided for by law. Periodic checks are performed to determine whether data stored are obsolete for the purposes for which they were collected.

RIGHTS OF THE DATA SUBJECT

The data subject may request **access** to his/her data, **rectification** or **deletion** of such data or **restriction** of processing, or may **object** to the processing or request **portability** of the data, at any time, simply by contacting the Controller. The data subject may also submit a complaint to a supervisory authority.

MANDATORY OR OPTIONAL NATURE OF PROVISION

Your data must be provided to enable the requested service to be provided; failure to provide such will result in the requested service not being provided.