

TOVO GOMMA S.p.A.

Capitale Sociale € 5.800.000 i.v.
Registro imprese di Brescia 12404520152 - REA BS 402704
C.F. 12404520152 - P. IVA IT02006580985
Web: www.tovogomma.com
E-mail: tovogomma@tovogomma.com

**MESCOLE - LASTRE - ESPANSI
RUBBER COMPOUNDS - RUBBER SHEETS - FOAM**

**Information to Customers / Suppliers for the processing of personal data
pursuant to art. 13 of Regulation (EU) 2016/679**

Dear Customer / Supplier,
as Data Controller, pursuant to art. 13 of Regulation (EU) 2016/679, informs you that the personal data you provide will be processed in compliance with the following information.

1. Data controller and contact details

1.1 The data controller is TOVO GOMMA S.p.A. , based in Bedizzole, Via Campagnola, n. 49, tel. 030 6875011, mail tovogomma@tovogomma.com.

2. Object of the processing of personal data

2.1 The following personal data will be processed:

in the case of Individual Enterprises:

- name, surname, address, tax code and VAT number, registration number to the Chamber of Commerce, bank account details, telephone, e-mail, fax referring to the Owner of the Individual Business and to the Physical Persons connected to it by subordination or cooperation.

in the case of legal persons:

- name, surname, address, social security number and VAT number, bank account details, telephone number, e-mail address, fax number referring to persons subject to a legal relationship of subordination or collaboration to the legal person

3. Purpose and legal basis of the processing

3.1 The treatment to which the common personal data will be submitted, supplied by you, responds to the purpose of providing:

- a) at the conclusion of the contract and the performance of the obligations deriving therefrom;
- b) the fulfilment of legal obligations related to civil, fiscal and accounting provisions;
- c) to determine the credit line, also for the purpose of stipulating the credit insurance policy;
- d) the sending of advertising material and direct marketing actions, to identify the needs of the customer / supplier;
- e) the drafting of the budget and the production of statistics;
- f) the exercise of judicial and extrajudicial rights related to the relationship (eg, management of any litigation);

3.2 The processing of personal data is legitimized by the need to:

- stipulate and execute the contract, for the purposes referred in lett. a);
- fulfil the legal obligations to which the Data Controller is subjected, for the purposes referred in lett. b);
- pursue the legitimate interest of the Owner to determine the credit line, the development of direct marketing initiatives, the preparation of the budget and statistics, the defence of a legal claim in case of any disputes, for the purposes referred to . c), d), e) and f).

4. Recipients of personal data

4.1 Personal data will be communicated to the following recipients or categories of recipients:

- to Public Administrations, Bodies and Institutions, within the limits established by the law and by the regulations;
- to the Accountant, for accounting purposes, appointed as Data Processor;
- to Agents and Distributors, appointed as Data Processors;

- to auditing companies, certification of financial statements, auditors, appointed as Data Processors;
- to the companies or consultancy bodies that work for the Company in the various sectors, appointed as Data Processors;
- to the insurance companies, for the payment of the premium relating to the credit insurance policy;
- to external transporters, for the delivery of goods or correspondence;
- to the companies responsible for debt collection;
- to practice as a lawyer, for legal assistance in case of disputes regarding the execution of the contract;

5. Mandatory nature of data provision

5.1 The provision of personal data is mandatory for the conclusion of the contract, its execution, as well as for the fulfilment of legal obligations. Therefore, a provision missing implies the impossibility of stipulating and executing the contract.

5.2 The provision of data is, instead, optional for marketing purposes.

6. Rights of the interested party

6.1 The Regulation (EU) 2016/679 recognizes the exercise of specific rights, including those to require to the Data Controller:

- confirmation that the processing of your personal data is underway and, in this case, obtaining access (access right);
- the correction of incorrect personal data or the integration of incomplete personal data (right of rectification);
- the cancellation of the data themselves, if there is one of the reasons provided for by the Regulation (right to be forgotten)
- the limitation of processing, when one of the hypotheses provided by the Regulation (limitation right) occurs;
- to receive by an electronic device, in a structured format, in common and legible use, the personal data you have provided to the Data Controller and to transmit such data to another holder (right to portability).

6.2 Right to oppose

6.2.1 You have the right to oppose, for reasons connected with your particular situation, to the processing of data made on the basis of the legitimate interest of the Data Controller (right of opposition).

6.3 How to exercise rights

6.3.1 To exercise your rights, you can send a request to the following e-mail address: ufficio.personale@tovogomma.com.

6.4 Right to propose a complaint to an Authority

6.4.1 You are also entitled to submit a claim to the Guarantor for the protection of personal data, pursuant to art. 77 Reg., If you think that your treatment violates the provisions of the EU Reg.

7. Data retention

7.1 The personal data subjected to this information will be stored as follows:

- the data subjected to annotation in Books and Registers and in the complaint and communications required by law, for the lasting of the contractual relationship, and in any case for twenty years from last registration, ex art. 2220 cod. civ. ;
- data used for direct marketing purposes, for the lasting of the contractual relationship, and in any case not later than twenty years after its termination, except for the exercise by your side of the opposition right to the continuation of the treatment.

TOVO GOMMA S.p.A.
(Data Controller)

Alfio Tova.

* * *