

PRIVACY NOTICE ON PERSONAL DATA PROCESSING

UNDER ART. 13 OF REGULATION (EU) 2016/679

1. Controller and Processors - Art. 13 (1) [a] [b] GDPR

The Controller is: **Florapromotuscany Società Cooperativa**, VAT no. **05653400480**

with registered offices in: **Via della Condotta 12, Florence**

which may be contacted to exercise the rights granted by the GDPR and to obtain the updated list of Processors, if any.

The Legal Representative is: **Daniela Lippi**.

The Controller may be contacted by using the following details:

tel: **055-210301**; email: **info@florenceandtuscanytours.com**; pec (certified email): **florenceandtuscanytours@pec.it**

The Controller has not appointed a Data Protection Officer ("D.P.O.").

2. Purposes of processing - Art. 13 (1) [c] [d] GDPR 2016/679

The personal data supplied (full name, email address and text of the message) are necessary to answer your request.

Data processing will be subject to the data subject's prior consent, to be given when filling out the information request form after reading the privacy notice available in the same website section.

No further processing operations based on the Controller's legitimate interests are envisaged.

3. Types of data processed

➤ common data (including, but not only: name, surname, email address and the data included in the data subject's message); required data are marked with (*)

4. Communication and dissemination of data - Art. 13 (1) [e] [f] GDPR

Your data are stored in our Company's email service and are not disclosed to third parties.

Your data will not be disseminated.

5. Profiling

Your personal data are not subject to any fully automated decision-making process, including profiling.

6. Methods of processing - Art. 13 (2) [a] GDPR

Personal data processing consists in the mere collection of data through the contact request form section in the CONTACT section of our institutional website.

No data elaboration takes place.

7. Data storage

Data will be stored in the computer terminals of our Offices for a period of time not exceeding that necessary to answer the user and will then be filed on a definitive basis at the time of the answer and will be kept solely for the necessary period of time established by the rules on email management.

8. Rights of the data subject - Art. 13 (2) [b] [c] [d] GDPR

The data subject is entitled:

- to ask the Controller to have access to his/her personal data and to information concerning them (Art. 15 GDPR);
- to obtain the rectification of inaccurate data or have incomplete personal data completed (Art. 16 GDPR);
- to obtain the erasure (so-called “right to be forgotten”) of personal data concerning him or her (where one of the grounds set out in Art. 17(1) GDPR applies, and subject to the exceptions outlined in paragraph 3 of the same article);
- to obtain restriction of processing (where one of the situations indicated in Art. 18(1) GDPR applies);
- to ask and obtain from the Controller the personal data concerning him or her in a structured and machine-readable format, also to transmit those data to another controller, where the processing is based on consent or on a contract and is carried out by automated means (so-called “right to data portability”, Art. 20 GDPR);
- to object, on grounds relating to his or her particular situation, at any time to processing of personal data concerning him or her (Art. 21 GDPR);
- to withdraw consent to processing, also through the unsubscribe procedure that is available when periodically receiving each newsletter;

- to lodge a complaint with the Personal Data Authority based in ROME, Piazza di Monte Citorio 121, or with supervisory authorities designated thereby (Art. 77 GDPR), by:
 - registered letter with advice of receipt, sent to the Personal Data Authority at the aforesaid address
 - e-mail to garante@gpdp.it or pec (certified email) to protocollo@pec.gpdp.it

9. Supply of data

The supply of personal data required in the registration form is necessary to answer the request sent with the said form.
