

## **NOTICE REGARDING PROCESSING OF PERSONAL DATA**

### **regarding Voltstraat 4, 5021SE, rental agreement**

Mrs Giulia Scartoni, born on 08.11.1989 in Pistoia, Italy, with address in via Pozzo di San Sebastiano 30, Pistoia (PT), Italy, hereinafter "Controller", in its capacity as the Controller of data processing, informs you in accordance with art. 13 of EU Regulation 2016/679, hereinafter "GDPR", that the data you provide will be processed in the following ways and for the following purposes:

#### **1. Subject of processing, purposes, and legal basis**

We use certain data about you in order to enable the execution of the lease contract of Voltstraat 4, 5021SE Tilburg, NL, and to fulfill with the Dutch and Italian laws. This is the personal and contact information that you provide yourself as the tenant in the rental contract. In particular, this is your identifying information (first and last name, email address, date and place of born, living address), and these data are processed only in order for you to sign and register, wherever that is needed according by the law, the short stay renting. We cannot sign with you any lease agreement without this information.

#### **2. Processing methods**

Your personal data will be processed according to the GDPR, and that is: collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction of the data. Your data will be processed both on paper and electronically. The processing performed by persons in charge of processing and partners as part of their respective duties and in compliance with the instructions received, will always be performed solely in pursuing the specific purposes and in strict accordance with the principles of confidentiality and security required by applicable regulations.

#### **3. Access to data**

For the purposes described in section 2, your data may be rendered accessible:

- to the partners of the Controller in their capacity as persons in charge of processing and/or internal processors and/or system administrators (i.e. Mr Alessandro Minatta, as owner too of the apartment rented out);
- to third-party companies or other parties (such as credit institutions, professional studios, consultants, insurance companies, etc.) who perform outsourced activities on the Controller's behalf in their capacity as external processors.

#### **4. Disclosure of data**

Without the need for express consent (art. 6 of GDPR), the Controller may disclose your data for the purposes in section 2 to Supervisory Agencies and/or Legal Authorities as well as all other parties to which such disclosure is mandatory under the law for the conduct of the aforementioned purposes. Your data will not be disclosed.

#### **5. Transfer of data**

Your data are not subject to transfer outside the European Union. In the event of a transfer outside the European Union required according to the law, the Controller ensures that the transfer of data outside the EU will be done in accordance with applicable legal provisions, stipulating if necessary

agreements that ensure an adequate level of protection and/or adopting the standard contractual clauses envisioned by the European Commission and/or binding corporate rules.

## **6. Storage of data**

All personal data provided will be processed lawfully, fairly, pertinently, and proportionally, using only the computer and telephone methods strictly necessary to pursue the purposes described above. In any event, personal data will be kept for a period no longer than that strictly necessary for administrative and accounting purposes or specific legal obligations or to consent the right of defense. Personal data that does not need to be stored for the purposes indicated will be deleted or rendered anonymous. The systems used to manage the information collected are configured from the outset to minimize the use of personal information.

## **7. Rights of the data subject**

As a data subject, you have the rights under art. 7 of the Privacy Code and art. 15 and subsequent of GDPR, and specifically the right to:

**a)** obtain from the Controller confirmation as to whether or not your personal data are being processed, and, where that is the case, access to that personal data and the following information: the purposes of the processing; the categories of personal data concerned; the recipients or categories of recipient to whom the personal data have been or will be disclosed, in particular recipients in third countries or international organizations; where possible, the envisaged period for which the personal data will be stored, or, if not possible, the criteria used to determine that period; where the personal data are not collected from the data subject, any available information as to their source; the existence of an automated individual decision-making process, including profiling, and, at least in these cases, meaningful information regarding the logic employed, as well as the importance and consequences anticipated for the data subject for this processing.

**b)** obtain from the Controller without undue delay the rectification of inaccurate personal data about you. Taking into account the purposes of the processing, you shall have the right to have incomplete personal data completed, including by means of providing a supplementary statement.

**c)** obtain from the Controller the erasure of your personal data without undue delay where one of the following grounds applies: a) the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed; b) you withdraw the consent on which the processing is based according to point (a) of Article 6(1), or point (a) of Article 9(2), and where there is no other legal ground for the processing; c) you object to the processing pursuant to Article 21(1) and there are no overriding legitimate grounds for the processing, or you object to the processing pursuant to Article 21(2); d) the personal data have been unlawfully processed; e) the personal data have to be erased for compliance with a legal obligation in Union or Member State law to which the Controller is subject; f) the personal data have been collected in relation to the offer of information society services referred to in Article 8(1).

**d)** obtain from the Controller restriction of processing where one of the following applies: a) you contest the accuracy of the personal data, for a period enabling the Controller to verify the accuracy of the personal data; b) the processing is unlawful and you oppose the erasure of the personal data and request the restriction of their use instead; c) the Controller no longer needs the personal data for the purposes of the processing, but you require them for the establishment, exercise or defense of legal claims; d) you have objected to the processing pursuant to Article 21(1), pending verification of whether the legitimate grounds of the Controller override yours.

**e)** receive the personal data concerning you, which you have provided to a controller, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller without hindrance from the Controller to which the personal data have

been provided, where: a) the processing is based on a contract; b) the processing is carried out by automated means. In exercising your right to data portability, you shall have the right to have the personal data transmitted directly from one controller to another, where technically feasible.

**f)** object, on grounds relating to your particular situation, at any time to processing of your personal data which is based on point (e) or (f) of Article 6(1), including profiling based on those provisions. Where personal data are processed for direct marketing purposes, you shall have the right to object at any time to processing of your personal data for such marketing, which includes profiling to the extent that it is related to such direct marketing.

**g)** right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning you or similarly significantly affects you.

**h)** the right to lodge a complaint with a supervisory authority.

### **8. Methods for exercising of rights**

You may exercise your rights at any time by contacting Mrs Giulia Scartoni by sending a registered mail to her address in Italy, via Pozzo di San Sebastiano 30, 51100, Pistoia (PT). This ensures that your communication reaches its destination.

### **Controller, processor, and persons in charge of processing**

The Controller is Mrs Giulia Scartoni, via Pozzo di san Sebastiano 30, Pistoia (PT), Italy. The updated list of processors and persons in charge of processing is kept at the Controller's registered offices.