

Messrs.

CUSTOMER / SUPPLIER

**OBJECT: Notice to the customers and providers according to the item n. 13 of the D.Lgs 196/2003 (Privacy Policy)**

**started that**

1) For the effect of the constitution of the commercial relationship, during its ongoing our society will collect and process your personal data.

2) We clarify since now the following definitions given by D. Lgs. 196/2003:

**Processing:** any operation, even if carried out without the help of electronic tools, connected with collecting, recording, organizing, keeping, consulting, elaborating, modifying, selecting, comparing, drawing out, comparing, utilizing, interconnecting, blocking, communicating, spreading, deleting and destroying data.

**Personal data:** any information concerning either a natural or a legal person, or a corporation or association which is or could be identified, also indirectly, referring to any other information, included a personal identification number.

That being stated,

according to the item n. 13 of the D. Lgs. 196/2003 (Privacy Law),

**we inform you that**

the collection and processing of your personal data will be carried out by the writing society in accordance with what follows:

- a) **purpose:** your data will be used for the fulfilment of book-keeping, fiscal and commercial performances and for all the business activities related to the ongoing relationship;
- b) **advertising purpose:** your data could also be used, after your proper and explicit permission, to send you advertising communications/material by mail, fax, SMS, and similar. Anyway, even after having agreed, you have the right to oppose to the processing of your data for this purpose at any moment and without any expense;
- c) **modality:** your data will be held either electronically or in paper form, in the observance of the law, fairly and lawfully, and in a way to guarantee your privacy;
- d) **optional consignment:** you are not compelled to give us your data;
- e) **consequences of an eventual refusal:** either if you refuse to give your data or you entirely oppose to their processing, the impossibility to carry on any commercial or any other kind of relationship with our

firm will be implied; on the contrary, the denial as regards the use of your data to send you advertising communications/material won't cause any consequence on the present or future existing relationships ;

- f) **subjects or classes of subjects to whom your data could be communicated or spread:** your data could be communicated to subjects out of our company as lawyers, commercial law experts, business consultants, associations of category, institutes of credit, etc. : your data won't be spread by them in any case ;
- g) **people of the company in charge of the processing** : your data will be processed only by the responsible people charged by the company in the administrative, commercial and technical departments;
- h) **rights of the party concerned:** the party concerned has all the rights started in the item 7 which is wholly attached to this notice, constituting an inseparable part of it;
- i) **data controller:** the data controller is SARONG SPA, with headquarters in REGGIOLO, via Colombo 18, and with its legal representative;
- j) **person in charge:** the person in charge for the verification to the interested is Mr. Juri Torreggiani. His office is situated in REGGIO EMILIA, via Piccard 16/g – phone number: +39 0522 301169, fax: +39 0522 387996 – e-mail: [juri.torreggiani@cert.legalmail.it](mailto:juri.torreggiani@cert.legalmail.it) ; you can find the complete and constantly updated list of the people in charge on the websites [www.sarong.it](http://www.sarong.it) and [www.sarong.eu](http://www.sarong.eu).

Attachments:

- 1) item 7 D.Lgs. 196/2003.

Reggiolo, 02/01/2009

The data controller



Possible signature of the party concerned for receipt

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