

Privacy Notice
Article 13 of EU Regulation 2016/679
“General Data Protection Regulation”

Dear Supplier,

The undersigned First Class S.r.l. as Data Controller, hereby informs you – pursuant to art. 13 of General Data Protection Regulation (hereinafter GDPR) – about how we process your data.

1. Type of personal data processed

The following personal data may be processed: personal and contact details, tax information, bank details and other administrative or commercial data necessary for the purposes indicated below.

2. Purpose of the processing

The data will be processed for the following purposes:

The aforementioned personal data will be processed to carry out the contract to which you were to be a party and for all related activities, including, the fulfilment of legal obligations - also towards the financial administration of the State - provide for the accounting and administrative management of the Data Controller, as well as managing existing commercial relationships and any disputes that may arise.

3. Legal basis

The legal basis of the processing is the execution of the contract to which you were to be a party as well as the need to fulfil the obligations established by the regulations in force.

4. Provision

The provision of the requested information is necessary to carry out the aforementioned purposes as well as to fulfil legal and contractual obligations, therefore any refusal to provide them will make it impossible to execute the contract itself or to correctly carry out all the obligations required by the indicated purposes.

5. Data Retention Period

The data will be stored for the period necessary for the pursuit of the aforementioned purposes and in any case not later than the terms foreseen by specific legal obligations.

6. Recipients of personal data

Designated personnel, duly trained and operating under the authority and responsibility of the Data Controller, will process the data. Some information can be communicated to the recipients indicated below:

- Public bodies (Tax Offices and other entities);
- Law or consulting firms to which the Data Controller has assigned a specific mandate;
- IT systems assistance and maintenance companies or IT storage provider;
- Other recipients that carry out activities related to the purposes listed above.

Only the data strictly necessary for the performance of the related functions will be communicated to the aforementioned recipients. The detailed list of all recipients is available at the headquarters of the Data Controller and will be provided upon your request by writing to the addresses below.

7. Rights of the data subject

We also inform you that - as a Data Subject - you can exercise the rights provided for in CHAPTER III, GDPR. In particular, you have the right to ask the Data Controller for access, correction, deletion or integration of the data concerning you. You can also request the limitation of processing; to receive the data in a structured, commonly used and machine-readable format; to object in whole or in part to the use of data, as well as to exercise the other rights recognized by the applicable regulations. These rights can be exercised by writing to the addresses indicated below.

According to the art. 77 GDPR, you have the right to lodge a complaint with the Supervisory Authority if you consider the processing infringes the aforementioned Regulation.

8. Contact details of the Data Controller

The Data Controller is **First Class S.r.l.**, with registered office in Via Vittoria Colonna, 40 – 20149 Milano - headquarters in Viale Italia, 173 - 57127 Livorno. E-mail: privacy@fclassevents.com