



Forlì - Italy ,rev.
Sept/09/2013

**To all the customers, suppliers and
Visitors to our website**

Subject: Information on the processing of your personal data (Article 13 of Italian Decree No. 196/2003)

For a better service at the international level, we are working on a translation of this document always better in English. These conditions in the English language will often be updated in order to improve the translation. Just in case you had doubts about your rights and obligations do you always refer to the original version in Italian about the privacy policy and the terms and conditions of use of our website site.

We inform you that our Company is ,or could become, in possession of information relating to you , acquired verbally, directly, through third parties or through our website access, classified as "common data" by Decree No. 196/2003 - Code regarding the protection of personal data. The code in question provides that whoever performs processing of personal data must provide to the person to whom such data relate adequate information. In compliance with this regulation will provide the following information:

1. Nature of the data, purposes and methods of treatment:

We treat personal and fiscal data and the data of an economic nature which are necessary for the effective management of financial, commercial and administrative, in relation to contractual requirements and to fulfill the legal and fiscal obligations, as well as for possible sending of our information and promotional material.

The data will be handled through the use of tools and procedures to ensure the security and confidentiality and can be performed either on paper, or with the aid of electronic instruments, for the entire duration of the pre-contractual, contractual and also then, for the fulfillment of legal obligations and for administrative and commercial purposes.

1. Provision of data

As regards the necessary data in order to comply with the requirements by laws, regulations and legislation, or provisions given by Authorities legitimated by law and by the vigilance and control, the absence of data on your part involves the impossibility to start or continue the transaction, to the extent that such data are required for the same. With regard to any optional data, their lack of achievement will be evaluated by us from time to time, and the resulting decisions regarding the importance for our organization of the data requested and not given.

2. Extent of knowledge of your data, communication and distribution

The following categories of individuals may become aware of your data, if nominated responsables or encharged of the treatment, according to these precise provisions:

- Secretariat staff, accounting, billing, inventory, logistics and shipping.

Your data may be disclosed by us, this being intended to give knowledge to one or more subjects in the following terms:

- Subjects Our advisors to the extent necessary to carry out their duties in our organization, subject to our letter of appointment clearly stating their duty of confidentiality and security
- Subjects that our consultants work on the development of data on our behalf and acting as independent data.
- Subjects who need to access your data for purposes ancillary to the relationship between you and us, to the extent strictly necessary to carry out auxiliary tasks. (citing by way of credit institutions and freight forwarders)
- Who can access the data under provision of law, regulation or legislation, within the limits set by these rules.
- The data, the object of the treatment are given in paragraph 1 shall not be subject to disclosure.

3. Your rights

Below is an excerpt from the article 7 of Legislative Decree 196/2003, to remind that you can exercise the following rights:

- Obtain confirmation of the existence of personal data concerning you, even if not yet recorded, and communication in an intelligible form.
- Know the origin of the personal data, the purposes and methods of treatment.
- Be informed about the logic applied in the processing carried out with the aid of electronic instruments.
- Obtain the updating, rectification or, when you have interest, integration of data.
- Obtain the cancellation, transformation into anonymous form or blocking of data processed.
- Obtain the cancellation, transformation into anonymous form or blocking of data which is not necessary the conservation in relation to the purposes for which the data were collected or subsequently processed.
- Oppose, in whole or in part, for legitimate reasons, to the processing of personal data concerning you, even if pertinent to the purpose of collection.
- Oppose, in whole or in part, to the processing of personal data about you for the purpose of sending advertising materials or direct selling or for carrying out market research or commercial communication.

4. Exercise of rights

To exercise these rights, please contact in writing the owner of Data Processing

5. Owner and responsible for processing

Owner of treatment is: **MA.R.IM di Pellegrini Samuele via Padulli, 36 – 47122 – Forlì**

Tel 0543.703981 - Fax 0543.579929 - E-mail: marim@marim-service.it – Website www.marim-service.it

Best Regards
The Company Holder
Pellegrini Samuele