

INFORMATION UNDER ARTICLE 13 OF EU REGULATION 679/2016 “General Data Protection Regulation”

We hereby inform you that the EU Regulation 679/2016 provides for the protection of persons and other subjects regarding the processing of personal data.

According to the aforementioned legislation, the processing of your personal data will be based on principles of correctness, lawfulness and transparency and protection of your privacy and your rights.

Pursuant to current legislation, we provide the following information:

1. Purposes and methods of data processing

Your personal data has been provided to us and will be used exclusively for purposes strictly connected and instrumental to the fulfillment of the obligations undertaken with the undersigned owner, in particular:

- 1.1. for the insertion of personal data in the company data base;
- 1.2. for keeping the accounts;
- 1.3. for the management of receipts and payments;
- 1.4. to fulfill the obligations provided for by statutory laws, tax laws and EU regulations;
- 1.5. for sending advertising or direct sales material or for carrying out market research or for commercial communication (by fax, telephone, e-mail, sms and Whatsapp).

The processing of personal data will be carried out on paper and on computer by the Data Controller, and/or by responsible and authorized persons and/or third parties, in strict observance of taking every precautionary measure to guarantee security and confidentiality and in compliance with technical and organizational measures to ensure a level of security appropriate to the risks of holding the data.

2. Nature of data collection and the consequences of failure to provide data

The provision of your personal data, except for the purposes referred of art. 1.5, is mandatory in order to fulfill the obligations under the contract and, in general, in compliance with the law.

Failure to provide such information could make it impossible for us to fulfill our contractual obligations.

3. Communication and dissemination of data

For the purposes of the execution of the contract and for the purposes indicated above, your personal data may be communicated:

- to all individuals and legal entities (law firms, administrative, tax consultants, audit firms, couriers and freight forwarders, data processing centres, etc., marketing and web-marketing companies), in cases where communication is necessary for the purposes described above;
- to banking institutions for the management of collections and payments;
- to factoring or credit recovery companies;
- to specifically appointed internal and external collaborators and employees, within the scope of their duties, persons in charge or responsible for data processing.

4. Rights of the interested party

At any time you are entitled to exercise your rights towards the data controller pursuant to art. 15 of EU Reg. n. 679/2016, which we summarize below:

- 4.1. The interested party has the right to obtain confirmation of the existence or not of personal data concerning them, even if not yet registered, and receive communication in intelligible form.
- 4.2. The interested party has the right to obtain information concerning:
 - the origin of the personal data;
 - the purposes and methods of treatment;
 - the logic applied to treatment carried out with the aid of electronic instruments;

- the identity of the owner and any responsible parties;
- the subjects or the categories of subjects to whom the personal data may be communicated or who can learn about them as appointed representative in the territory of the State or outside the territory of the State, managers or agents.

4.3. The interested party has the right to obtain:

- updates, modifications or, when interested, integration to the data;
- the cancellation, transformation into an anonymous format or blocking of any unlawfully processed data, including any data obtained that is unnecessary for the purposes for which it was collected or subsequently processed;
- confirmation that the operations referred to in point 4.3, also with regard to their content, have been brought to the attention of those to whom the data has been communicated or disseminated, except in the case in which such fulfillment proves impossible or involves the use of means manifestly disproportionate to the protected right.

4.4. The interested party has the right to object, in whole or in part:

- to the processing of personal data concerning them, even if pertinent to the purpose of collection, without prejudice to the possible consequences referred to in paragraph 2 of art. 2;
- to the processing of personal data concerning them, for the purpose of sending advertising or direct sales material or for carrying out market research or commercial communication (see paragraph 1.5).

The above rights may be exercised by way of request addressed to the Data Controller, also through a designated person, who shall provide adequate response without delay.

The request addressed to the Data Controller may also be sent by registered letter, fax or e-mail.

The interested party has the right to lodge a complaint with the Supervisory Authority (Italian Data Protection Authority).

5. Termination of the assignment

In the event of termination of treatment for any reason, pursuant to art. 17 of EU Reg. n. 679/2016, your data will be:

a) destroyed, after the expiration of obligations imposed by art. 2220 of the Civil Code and by Articles 19 and 22 of the D.P.R. n.600 / 1973 or other specific legislation; b) transferred to another controller, provided that it is intended for treatment in terms compatible with the purposes for which the data has been collected; c) kept exclusively for personal purposes and not intended for systematic communication or dissemination; d) stored or transferred to another controller, for historical and statistical purposes, in accordance with the law, regulations, EU legislation and codes of conduct and professional conduct pursuant to art. 40 of EU Reg. n. 679/2016.

6. Data Controller and contact details of the DPO

The Data Controller is: Binding Union s.r.l. – Via Cuorgnè,21, Torino (TO) • P.IVA: IT 06014160011

We hereby request your written consent to the treatment of data by returning the following page duly completed and signed for acceptance.

Thank you for your collaboration.

Yours faithfully

Binding Union srl

Consent form

The undersigned, having acquired the information provided by the Data Controller of the data treatment pursuant to current legislation, hereby:

<input type="checkbox"/> Consent <input type="checkbox"/> Do not consent
to the collection and treatment of the data necessary for carrying out the activities specified in the aforementioned legislation, in the knowledge that withholding consent could make it impossible for us to fulfill contractual obligations;

<input type="checkbox"/> Consent <input type="checkbox"/> Do not consent (by fax, telephone and post)
<input type="checkbox"/> Consent <input type="checkbox"/> Do not consent (by telephone text messaging, email, WhatsApp)
to the publication of personal data, even for the promotional services offered by the Data Controller as described at paragraph 1.5, for the purposes of and according to the provisions of the legislation (optional).

[place], [date]

Name Surname Address

Tel. Cell Fax E-mail