

**USER DISCLOSURE****US-DISC - WEBSITE User Disclosure** Rel.01 of 15/07/2016**PURSUANT TO ART. 13 Legislative Decree 30.06.2003, n. 196 - Code concerning the protection of personal data**

In compliance with the provisions pursuant to and by effect of Art. 13 Legislative Decree 30 June 2003, the data controller, **COLMEF S.r.l.**, with its registered office in Gubbio (PG) - Ponte D'Assi Industrial Zone, informs the individuals who complete the Contacts form of this site on the purposes and methods of processing of personal data collected, their scope of communication and circulation, as well as the provision of personal data.

**Purposes**

The data collected from the relevant persons through the form in the "Contacts" section form the subject of the process and are processed and used exclusively for:

- a) fulfil instrumental purposes upon the request sent by the persons concerned;
- b) set up a database to be used for marketing purposes intended to send information on promotional events, to send advertising material, direct sales, market research, commercial communications by phone, regular mail and e-mail.

**Processing methods**

Your personal data are processed using electronic means for which the minimum security measures have been applied, which are appropriate for the type of processing. The processing is also implemented using suitably protected paper supports. In accordance with legal provisions, these processing activities have been delegated to specifically designated personnel and/or data processing managers or directly to individuals who operate as Autonomous Controllers.

**Communication and circulation**

Collected personal data will not be disclosed, circulated, sold or exchanged with third parties.

**Exercisable rights**

The person involved may enforce their rights according to Art. 7, 8, 9 and 10 of Legislative Decree no.196 of 30 June 2003 by contacting the data controller. In particular, according to Art. 7 the person can obtain confirmation of whether or not relevant personal data exist, even if not yet recorded, together with their communication in intelligible form. The person has the right to be informed on: a) the origin of the personal data; b) the processing purposes and methods; c) the logic applied in case of processing with electronic instruments; d) the identity of the controller, the managers and the assigned representative pursuant to article 5, paragraph 2; e) the persons or categories of persons whom the personal data can be communicated to or who can learn about them as appointed representatives in the territory of the State, managers or agents. The person has the right to obtain: a) the update, correction or, when applicable, the integration of data; b) the deletion, anonymisation or blocking of data processed unlawfully, including data whose storage is unnecessary for the purposes for which the data were collected or subsequently processed; c) certification that the operations referred to in letters a) and b) have been notified, together with their content, to those whom the data were communicated or disclosed to, except if this requirement proves to be impossible or involves means being used that are clearly disproportionate to the protected right. The person has the right to object, in whole or in part: a) for legitimate reasons to the processing of relevant personal data, although pertinent to the collection purposes; b) to the processing of relevant personal data to send advertising material or direct sales or for market research or commercial communication.

**Storage times**

The data will be stored for relevant times that do not exceed the purposes of collection, for no more than 10 years and will be deleted from our database in any case at any time, upon your request.

**Provision of personal data**

The provision of data for the relevant purpose is optional and is left to the will of the person involved. Failure to provide the data for purpose A) will result in the inability to answer your request. Failure to provide the data for purpose B) will have no effect on the timely response to your requests but will only result in not receiving commercial information in the future on our products and/or services.

**Consent** Pursuant to Legislative Decree 196/2003 consent to the processing of data for the purposes described in this disclosure is necessary as they are collected out of previous contractual agreements. The user may decide, at their discretion, to give or deny separate consent for each of the indicated purposes. Failure to consent the processing for purpose B does not preclude the user from receiving the information requested on the "Contacts" form. Failure to give processing consent for purpose A will not allow the user to complete the form.

**Whom to send specific requests**

Please note that for all regulations regarding provisions to be fulfilled correctly, you can contact our registered office located in: Ponte D'Assi Industrial Zone - 06024 Gubbio (PG) on tel. +39 075923561 or by fax on +39 0759221174 or by e-mail at: info@colmef.com

**Consent form**

I have read the disclosure in advance and give consent to the processing of data for:

**Purpose A) - Instrumental purposes to my request for information**

I CONSENT

I DO NOT CONSENT (in this case you cannot complete the form)

**Purpose B) – Marketing purpose, even via communication to third parties, intended to send information on promotional events, to send advertising material, direct sales, market research, commercial communications by phone, regular mail and e-mail.**

I CONSENT

I DO NOT CONSENT (in this case you can still complete the form)