

Policy for the processing of personal data pursuant to art. 13 of European regulation no. 679/2016

Foreword

Pursuant to art. 13 of European Regulation no. 679/2016, you are hereby provided with information regarding the processing of your personal data.

Identity and contact details of the data controller **HOSPITALITY FACILITY**

Purpose and legal basis of the process

The hospitality facility, in its capacity as Data Controller, processes your personal data for the purposes of

- a) Check-in and calculation of tourist tax
 - b) Facilitation of registration procedures for your future stays
 - c) commercial and promotional correspondence from our facility by e-mail or telephone
- For the purposes referred to under letter a) the legal basis of the processing is art. 6, paragraph 1, letter b) of the Regulation.

For the purposes referred to under letters b) and c), the legal basis for the processing is art. 6, paragraph 1, letter a) of the Regulation.

Source of your personal data and optional nature of provision

Your personal data are collected when you register with the hospitality facility. The provision of data is optional. Without it, you will not be able to use our services.

Data processing methods

In relation to the purposes described above, your personal data are processed using manual, computerised and electronic tools with logics that are strictly related to the aforementioned purposes and in such a way as to guarantee the security and confidentiality of said data.

Data processing managers

The Facility may employ third parties for the performance of activities and the related processing of the personal data controlled by us. In compliance with the provisions of the law, such parties shall ensure levels of experience, capability and reliability such as to guarantee compliance with the applicable processing provisions, including the data security profile.

We formalise the instructions, duties and obligations of such third parties, appointing them as "Data processing managers". We subject these parties to regular audits to ensure that the levels of assurance recorded at the time of the initial appointment are maintained.

Persons authorised to process data

Your personal data are processed by authorised internal staff appointed as data processors, who are given appropriate instructions regarding measures, precautions and modus operandi, all aimed at the tangible protection of your personal data.

Recipients of personal data

Your personal data are collected when you register with the hospitality facility and disclosed

- to the local public safety authority in compliance with art. 109 R.D 773/1931, Law 121/1981, Law 400/1988, Law 388/1993, Ministerial Decree of 5/07/1994, Ministerial Decree 12/07/1996, Ministerial Decree 11/12/2000, Legislative Decree 79/2011
- to the organisations in charge of statistical surveys in compliance with the provisions of art. 7 of legislative decree no. 322/1989 and of Presidential Decree 31 January 2018 (approval of the National Statistical Programme 2017-2019 - Update 2017); Prime Minister's Decree of 22 July 2011 referred to under letter B below.

Transferral of personal data to non-EU countries

Your personal data are not transferred outside the European Union.

Retention period

Your data shall be retained for no longer than is necessary for the pursuit of the aforementioned purposes. To this end, the strict relevance, non-excessiveness and indispensability of the data with respect to the relationship, the service or the assignment in progress, to be established or terminated, also with reference to the data that you supply voluntarily, is constantly verified, also by means of regular checks. Data which, after verification, are found to be excessive, irrelevant or not indispensable will not be used, except for the possible preservation of the deed or document containing them, in compliance with the law.

Your rights

In your capacity as data subject, you have the right to

- access your personal data;
 - obtain the rectification or erasure of your personal data or the restriction of their processing;
 - object to the processing;
 - lodge a complaint with the Data Protection Authority
- Consent to personal data processing.;

Guest	Purpose	Consent	Signature
Name and Surname	Facilitation of registration procedures for your future stays	☐ I authorise ☐ I do not authorise	_____
Name and Surname	Commercial and promotional correspondence from our facility by e-mail or telephone	☐ I authorise ☐ I do not authorise	

Place and date.