# Policy for processing personal data collected from Customers



Pursuant to EU Regulation 679/2016

Terry Store-Age S.p.A. One-member company, with registered office in via Rembrandt 27 - 20147 Milan (MI) Italian Tax Code and Vat number IT01624350151 (hereinafter the "Company", the "Controller" or "Terry"), Controller of the processing of personal data, hereby provides the privacy policy pursuant to art. 13 of Regulation (EU) 2016/679 (hereinafter the "GDPR"), to the data subjects (hereinafter the "Data Subjects").

The Company, as Controller, undertakes to protect the confidentiality and rights of the Data Subject and, pursuant to the principles dictated by the aforementioned regulations, the processing of the data provided will be based on the principles of correctness, lawfulness and transparency.

This policy applies to services provided through Terry's own brands, initiatives and projects.

#### 1. PURPOSE OF THE PROCESSING

The personal data of the Data Subjects will be processed by the Company for the following purposes:

- a) to fulfil pre-contractual and contractual obligations necessary to offer the sales service to the data subject in the event that the latter has made a purchase, to offer any further services requested by the data subject, to provide information also by means of data collected from online forms;
- carry out all administrative, accounting and tax activities related to the purposes referred to in letter a) as well as complying with the provisions of domestic and foreign laws and regulations, or executing an order of the courts or other authorities to which the Controller is subject;
- c) exercise the rights of the Controller including that of defence in court.

Provision of data is optional, however, failure to provide the data and/or any express refusal to process the same will result in the impossibility for the Controller to follow up on the requested services.

#### 2. LEGAL BASIS FOR PROCESSING

Data processing is lawful under art. 6 GDPR letters b) and d) as the processing is necessary for the execution of a contract to which the Data Subject is party or for the fulfilment of pre-contractual measures taken at the Data Subject's request; the processing is necessary to fulfil an obligation to which the Data Controller is subject.

As the purpose is part of the legal/economic management of the contractual relationship, the consent of the Data Subject is not necessary for the processing of the data.

### 3. PROCESSING METHODS

Data processing is carried out electronically and/or on paper, by means of recording, processing, storage and transmission of data, also with the aid of IT tools.

The tools and media used in the performance of the processing activities are suitable to guarantee the security and confidentiality of the data.

In carrying out the processing activities, the Company undertakes to:

- a) ensure the accuracy and updating of the data processed and promptly receive any corrections and/or additions requested by the Data Subject;
- b) adopt appropriate security measures to guarantee adequate data protection, in consideration of the potential impacts that the processing entails on the rights and fundamental freedoms of the Data Subject;
- c) notify the Data Subject, within the times and in the cases provided for by the mandatory legislation, of any breaches of personal data;
- d) ensure the compliance of the processing operations with the applicable provisions of the law.

## 4. COMMUNICATION AND DISSEMINATION OF DATA

Without prejudice to communications made in fulfilment of legal obligations, the Data Subject's personal data may be known not only by the Controller, but also by:

- a) employees and collaborators of the Controller as authorised data processors ("Processors");
- b) administrative/accounting consultants;
- c) authorities in general, administrations, bodies and public bodies;
- d) business partners of the Controller in charge of the management of the services referred to in point 1. a) and 1. b);
- e) hosting and/or housing service providers;
- f) IT service providers;

exclusively for the purposes listed above in compliance with any consent given by the Data Subject.

Personal data are not subject to disclosure.

## 5. TRANSFERS ABROAD

Personal data will be stored and processed within the European Union.

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In the event of any processing of personal data outside the European Union, it will only take place after the adoption of adequate guarantees, as required by the mandatory legislation.

### 6. DATA STORAGE POLICY

The company stores personal data in its systems in a form that allows the identification of the data subjects according to the following criteria:

- a) for a period of time not exceeding the achievement of the purposes for which they are processed, unless otherwise required by regulatory or contractual obligations;
- b) to comply with specific regulatory or contractual obligations;
- c) if applicable and legitimate, up to any request for cancellation by the Data Subject.

#### 7. RIGHTS OF THE DATA SUBJECT

The Data Subject can assert their rights, recognised by the mandatory legislation and in particular by arts. 15 to 22 of the GDPR, such as:

- a) right of access: right to obtain confirmation from the Controller as to whether or not personal data are being processed and, if so, to obtain access to the personal data and to further information on the origin, purpose, categories of data processed, recipients of communication and/or transfer of the data, etc.;
- b) right of rectification: right to obtain from the Controller the rectification of inaccurate personal data without undue delay, as well as the completion of incomplete personal data, including by providing a supplementary declaration;
- c) right to erasure: right to obtain from the Controller the erasure of personal data without undue delay in the event that:
  - personal data are no longer necessary with respect to the purposes of the processing;
  - the consent on which the processing is based has been revoked and there is no other legal basis for the processing;
  - personal data have been unlawfully processed;
  - personal data must be erased to fulfil a legal obligation.
- d) right to object to processing: right to object at any time to the processing of personal data whose legal basis is a legitimate interest of the Controller;
- e) right to restriction of processing: right to obtain from the Controller restriction of processing, in cases where the accuracy of the personal data is contested (for a period enabling the Controller to verify the accuracy of the personal data), if the processing is unlawful and the Data Subject has objected to the processing, if the personal data are required by the Data Subject for the establishment, exercise or defence of legal claims, if following the objection to the processing the Data Subject is awaiting verification as to the prevalence or otherwise of the legitimate interest of the Controller;
- f) right to data portability: right to receive personal data in a structured, commonly used and machine-readable format and to transmit such data to another controller, only in cases where the processing is based on consent or on a contract and only for data processed by electronic means;
- g) right not to be subject to automated decisions: right to obtain from the Controller not to be subject to decisions based solely on automated processing, including profiling, which produce legal effects concerning the Data Subject or significantly affecting them, unless such decisions are necessary for the execution of a contract or are based on the consent given by the Data Subject;
- h) right to lodge a complaint with a supervisory authority: without prejudice to any other administrative or judicial appeal, the Data Subject who believes that the processing that regards them breaches the GDPR has the right to lodge a complaint with a supervisory authority.

In order to exercise the rights envisaged by the GDPR, the Data Subject may at any time exercise the rights by sending:

- via e-mail, to the following address: terry@legalmail.it
- by registered letter with acknowledgement of receipt to: Terry Store-Age S.p.A. Viale De Gasperi 66 20008 Bareggio
  (MI)

### 8. CONTROLLER, PROCESSOR AND PERSONS IN CHARGE OF DATA PROCESSING

The Controller is Terry Store-Age S.p.A. - Via Rembrandt 27 – 20147 Milan (MI) Italian Tax Code and VAT number IT01624350151.

Your personal data will be processed exclusively by personnel appointed by the Controller or by its external suppliers appointed as processors. You can request a complete and up-to-date list of the persons appointed as Processors by contacting the Controller.

Terry Store-Age S.p.A. One-member company

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