

INFORMATION ON THE PROCESSING OF CUSTOMERS' AND PROSPECTIVE CUSTOMERS' PERSONAL DATA (EU Regulation 2016/679)

Dear Customer/Dear Prospective Customer,

We hereby inform you that BELTRAMI LINEN SRL places great importance on the protection of your personal data and has defined how your data must be processed and safeguarded; you can find out more by reading this document:

1. Data Controller

Company name: BELTRAMI LINEN SRL (Tax Code and VAT No. 03494300167)

Contact details: Address: Vicolo degli Alpini 5, Cene, 24020, BG; Telephone: 035 716320; Email: amministrazione@beltrami.it; Certified email (PEC): info.beltrami@pecarchivio.it.

DPO – Data Protection Officer: Appointment not required.

2. Purposes and Legal Basis of Processing

Collection of information prior to the provision of the service/product (e.g. quotations)

Legal basis: pre-contractual measures.

Provision of data: the provision of data is necessary; without it, we will not be able to issue the requested quotation.

Data retention period: administrative data and/or data related to the provision of the service/product will be retained for the entire duration of the relationship and subsequently for 20 years.

Management of the provision of the service/product

Legal basis: performance of the contract.

Provision of data: the provision of data is necessary; without it, we will not be able to provide the requested service.

Data retention period: administrative data and/or data related to the provision of the service/product will be retained for the entire duration of the relationship and subsequently for 20 years.

Protection of rights (out-of-court and judicial actions for debt recovery, protection of intellectual property rights and industrial property rights, etc.)

Legal basis: performance of the contract.

Provision of data: the provision of data is necessary; without it, we will not be able to provide the requested service.

Data retention period: administrative data and/or data related to the provision of the service/product will be retained for the entire duration of the relationship and subsequently for 20 years.

Compliance with tax, accounting, legal and/or regulatory obligations (e.g. invoicing, keeping accounting records, making payments, payment of taxes, etc.)

Legal basis: compliance with laws and regulations.

Provision of data: the provision of data is necessary; without it, we will not be able to provide the requested service.

Data retention period: administrative data and/or data related to the provision of the service/product will be retained for the entire duration of the relationship and subsequently for 20 years.

Sending commercial and promotional communications relating to the products/services offered (e.g. newsletters, emails, WhatsApp messages, etc.)

Legal basis: the data subject's consent.

Provision of data: the provision of data is optional; you are free to decide not to provide any data, without this preventing us from providing you with the service.

Data retention period: the data will be used until consent is withdrawn and, in any case, no longer than 2 years after the last contact.

Sending commercial communications relating to services and products similar to those already

purchased (soft spam)

Legal basis: the overriding legitimate interest of the Data Controller.

Provision of data: the provision of data is optional; you are free to object to the processing for this purpose, without this preventing us from providing you with the service.

Data retention period: data processed on the basis of legitimate interest will be used until the data subject exercises the right to restriction of processing.

3. Processing Methods

The security of your data is ensured through the implementation of appropriate technical and organisational measures. We guarantee that your data will not be processed by means of automated decision-making.

4. Recipients of the Data

Your data may be disclosed to:

- employees and collaborators of the Data Controller, professional firms, consultants, IT service providers and other external parties to our company, carefully selected and duly instructed;
- public bodies and public authorities;
- banks and financial institutions, insurance companies.

Some of the above parties are appointed as Data Processors; the full list of appointments is available at the registered office of the Data Controller.

5. Transfers of Data Outside the European Economic Area

Provider used for the transfers: Mailchimp (The Rocket Science Group).

Non-EEA country receiving the transfer: the United States or other non-EEA countries where the provider's servers are located.

Safeguards for the transfer: the safeguards indicated by the provider at the following link will apply: https://mailchimp.com/legal/data-processing-addendum/#Annex_C_-_Standard_Contractual_Clauses.

6. Rights of Data Subjects

You may exercise the following rights:

- access;

These rights may be exercised by contacting the Data Controller using the contact details provided in point 1.

You have the right to lodge a complaint with the Italian Data Protection Authority (<https://www.garanteprivacy.it/>).

- rectification;
- withdrawal of consent;
- objection;
- erasure (right to be forgotten);
- restriction of processing.

Last update: 27/05/2026.