

**Appartamenti Velez di Sandra Velez Via Italo Simon, 29 - Pisa**  
**Tel: 3282941638 Email: [info@appartamenticisanello.it](mailto:info@appartamenticisanello.it)**

**INFORMATIVA RIGUARDO AL TRATTAMENTO DEI DATI PERSONALI**

**(LEGISLATIVE DECREE 196/2003 AND ANNUAL REFERENCES - ART. 13 EU REGULATION 2016/679)**

**In compliance with Legislative Decree no. 196 of 2003 "Personal Data Protection Code" and subsequent amendments and "European Regulation 2016/679" we provide you with the following information:**

**a) DATA CONTROLLER**

The data controller is Appartamenti Velez di Sandra Velez, Via Italo Simon, 29 - 56100 Pisa, Fiscal Code VLZSDR65R57Z604D, VAT no. 01251920490, Tel: 3282941638, Email: [info@appartamenticisanello.it](mailto:info@appartamenticisanello.it), in the person of the legal representative.

**b) PURPOSE OF THE PROCESSING**

The collection and processing of personal data are carried out:

1.

to manage the requests for information received, acquire and confirm your booking of accommodation services and ancillary services (including access to the wi-fi network), and to provide the requested services (contractual agreement and its subsequent implementation) and to maintain a customer archive. No special data will be processed unless the data is made manifestly public by the interested party – art. 9, paragraph 2.e. The mobile number may be used to provide you with information also via SMS/WhatsApp relating to the services;

to fulfill the obligation set out in the "Consolidated Law on Public Safety" according to which, for public safety purposes, we must communicate the personal details of the customers staying at the Police Headquarters, according to the methods established by the Ministry of the Interior (Decree of 7 January 2013) and to the Municipality (if necessary for the communication of personal data) for the tourist tax;

to comply with current administrative, accounting and tax obligations, including the request for invoicing;

to speed up the registration procedures in the event of your subsequent stays at our facility (only the data collected for the purposes referred to in paragraph 1 and paragraph 3 that may be used when you are our guest again).

**c) DATA SOURCE**

In addition to being obtained directly from the interested party, personal data may have been received by the Data Controller through other customers or online booking systems (Booking, Agriturismo.it, Airbnb, etc.) with which the Data Controller has signed a contract. This Privacy Policy does not apply to third-party websites. The user must carefully read the privacy policy available on such external sites, in order to understand the procedures for the collection, use and disclosure of personal information used by them.

**d) DATA PROCESSING METHODS**

In relation to the aforementioned purposes, data processing is carried out through automated tools, using electronic procedures and media, and/or manually on paper or digital media, for the time strictly necessary to achieve the purposes for which the data were collected and, in any case, in compliance with the applicable regulatory provisions (article f of the information).

In relation to the above-mentioned purposes, data processing is carried out through automated tools, using electronic procedures and media, and/or manually on paper or digital media.

For the wi-fi service, consult the information available on

<https://www.fastweb.it/piccole-medie-imprese/informativa-privacy>.

The data collected by the hostpost operator are not viewed by the Owner and in any way processed (except in the case of intimations and orders of the Judicial Authorities). For WhatsApp Inc. consult the information at the link <https://www.whatsapp.com/privacy>. Payments made through NEXI

(<https://www.nexi.it/it/privacy>

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<https://www.nexi.it/content/dam/nexi/download/trasparenza/esercenti/informativa-privacy-trattamento-protezione-dati-servizi-POS.pdf>).

#### e) OBLIGATION OR OPTION TO PROVIDE

Taking into account the purposes of the processing as illustrated above:

- for the purposes referred to in paragraph 1. article b) the mandatory data are the name-surname of an adult, email and telephone number for subsequent contacts, number of guests. Failure to provide them, or partial or incorrect provision, will make it impossible to confirm the booking or provide you with the requested services. In the event of communication of a mobile phone number, service messages may be sent;

the provision of the data referred to in paragraph 2. article b) is mandatory and failure to provide them, or partial or incorrect provision, will make it impossible to host you;

the provision of data (name-surname-PIVA or CF for invoicing/receipt) for the purpose referred to in paragraph 3. article b) is mandatory and failure to provide them, or partial or incorrect provision, will make it impossible to provide you with the requested services. The email address may be requested to send a courtesy copy of the invoice, but providing it is not mandatory:

for the purposes referred to in paragraph 4, article b), your consent is required.

#### f) PLACE OF DATA PROCESSING AND POSSIBLE TRANSFER

The data will be processed within the European Union.

In the event of transfer to third countries and international organizations, the personal data being processed will be processed in accordance with the current sector legislation and in compliance with the provisions of Legislative Decree 196/03 and subsequent amendments and Regulation (EU) 2016/679 (articles 44 - 64).

#### g) DATA RETENTION PERIOD

The personal data provided will be stored for the period necessary to provide the services, with paper and computer tools, in particular:

- for the purposes referred to in paragraph 1. article b), the data processing will cease upon your departure, but some of your personal data may or must continue to be processed for the purposes of 3. article b). Data may be stored for the customer archive

for the purposes referred to in paragraph 2. article b), the data is deleted after registration;

for the purposes referred to in paragraph 3. article b), the data is stored by us for the time required by the respective regulations (5 years, and even longer in the case of tax audits);

for the purpose referred to in paragraph 4. article b), after obtaining your consent, your data will be stored for a maximum period of 10 years and will not be disclosed to third parties. You may revoke your consent at any time.

In relation to the above-mentioned purposes, data processing is carried out through automated tools, using electronic procedures and media, and/or manually on paper or digital media.

For the wi-fi service, consult the information available on

<https://www.fastweb.it/piccole-medie-imprese/informativa-privacy>. Per WhatsApp Inc. consultare l'informativa al link

<https://www.whatsapp.com/privacy>.

Pagamenti effettuati tramite NEXI

(<https://www.nexi.it/it/privacy>

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<https://www.nexi.it/content/dam/nexi/download/trasparenza/esercenti/informativa-privacy-trattamento-protezione-dati-servizi-POS.pdf>).

#### h) CATEGORIES OF SUBJECTS TO WHOM THE DATA ARE COMMUNICATED

The data may be communicated to subjects delegated to carry out the activities necessary for the provision of the requested service (purposes paragraph 2 and 3 article b)

The external subjects to whom we communicate the data are appointed as External Data Processors or will operate independently as data controllers, where necessary. The list of External Data Processors can be consulted upon request.

Obviously we respond to the requests and orders of the Judicial Authorities, we collaborate in legal proceedings and comply with the provisions issued by Authorities and Supervisory and Control Bodies. The data may be communicated to subjects authorised to carry out the activities necessary only for the execution of the requested service.

In relation to the aforementioned purposes, the data processing is carried out through automated tools, using electronic procedures and media, and/or manually on paper or digital media.

For the wi-fi service, consult the information available on

<https://www.fastweb.it/piccole-medie-imprese/informativa-privacy>.

For WhatsApp Inc. see the information at the link

<https://www.whatsapp.com/privacy>.

Payments made via NEXI

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<https://www.nexi.it/content/dam/nexi/download/trasparenza/esercenti/informativa-privacy-trattamento-protezione-dati-servizi-POS.pdf>).

The data are not disclosed.

#### i) RIGHTS OF THE INTERESTED PARTY

In relation to the data subject to the processing referred to in this information notice, the interested party is recognized at any time the right to:

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receive confirmation of the existence of their personal data, know the purposes of the processing or their scope of circulation and access their content;

ask to update, modify and/or correct their personal data;

ask for the cancellation, transformation into anonymous form, blocking of data processed in violation of the law or the limitation of the processing of your personal data;

oppose for legitimate reasons to the processing, including any profiling (if applicable);

oppose the processing of data for the purposes of sending advertising or direct sales material or for carrying out market research or commercial communication;

revoke consent, where given, without prejudice to the lawfulness of the processing based on the consent given before the revocation.

The exercise of the aforementioned rights may be exercised by written communication or communication to be sent to the email address [info@appartamenticisanello.it](mailto:info@appartamenticisanello.it).

You also have the right to:

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file a complaint or report to the Authority for the Protection of Personal Data;

file an effective judicial remedy against the supervisory authority;

file an effective judicial remedy against the data controller or processor;

to give a mandate to a non-profit body, organization or association to exercise your rights;

to request compensation for damages resulting from the violation of the legislation.

Acquisition of consent upon arrival of the customer (point 4. b) information)

I, the undersigned ..... pursuant to the legislation in force regarding the protection of personal data (Legislative Decree no. 196 of 2003 "Code regarding the protection of personal data" and subsequent amendments and EU Regulation no. 679 of 2016), having received the information on the processing of my personal data:

☐ I authorize

☐ I do not authorize

the accommodation facility to retain my personal details in order to speed up the registration procedures in the event of my subsequent stays

Date and signature .....

To revoke consent, send an email to [info@appartamenticisanello.it](mailto:info@appartamenticisanello.it).

I undersigned ..... pursuant to the current legislation on the protection of personal data (EU Regulations n. 679, 2016 and Legislative Decree n. 196,2003 and subsequent amendments), received the privacy policy:

☐ authorizing

☐ unauthorized

the accommodation facility for the conservation of my personal information in order to speed up the registration procedures in case of my subsequent stays

You may revoke your consent by sending an email to [info@appartamenticisanello.it](mailto:info@appartamenticisanello.it).