



USER INFORMATION

This privacy policy (hereinafter also "the policy") describes how this website manages the processing of personal data of users who consult it.

The information is provided only for the site of CO99 Art Building not to other Web sites accessed via external links. Following consultation of this site may be processed data on persons identified or identifiable.

The data controller is **CO99 Art Building** with headquarters in Viale Corsica, 99 - 20133 Milan (MI) T: +39 02 971 027 92, e-mail: info@co99.it.

1. Information collected through the Website

Through the Website we collect and process personal data in different ways:

- **Contact and profile information:** personal information, such as first and last name, e-mail address, telephone number provided when you send us an e-mail or when you make contact for a request for a quote or for further possible requests for advice and assistance;
- **Automatically collected information:** when you use our site or interact with us through a computer or mobile device or app, we may automatically collect information about how you access and use the site, as well as information about the device you use to access the site. We use this information to monitor and improve our website and for other internal purposes. We collect this information through necessary cookies on our website. The information we may automatically collect is:
 - **Information about site usage** (e.g. which website the user came from, how many times the user clicked on an item);
 - **Information about the devices you use to access and interact with the site** (e.g. whether you use a computer, tablet or smartphone, your operating system, Wi-Fi connection, Internet browser and IP address, information about server log files).

We do not collect and do not process your personal data belonging to certain categories (formerly sensitive data) and thus - by way of example - information on political opinions, religion or health or medical conditions, information relating to judicial data, information relating to trade union membership or genetic or biometric data and other data referred to in Article 9 GDPR.

We ask you not to send us, and not to disclose, any of the above personal data through the website.



1. Purpose and legal basis of processing

Personal data are processed in order to:

- respond to your queries and process your requests: processing is carried out on the basis of our legitimate interests in handling, in an appropriate and timely manner, user requests, complaints and suggestions concerning the site.
- to technically administer the site and ensure that the website functions properly. The processing is done according to our legitimate interests to ensure the proper functioning of the site from a technical/IT point of view.
- to comply with our legal and regulatory obligations and when the disclosure of personal data is strictly necessary. In this case, the processing is legitimated by the same legal obligations.
- to send users newsletters and information about the training services offered by the Controller. This activity is carried out only with the explicit consent of the user, which will be collected directly by the Controller.
- to protect our contractual terms and conditions, to protect our business operations (including against fraud), to protect our rights, privacy, safety or property and to allow us to pursue available legal remedies or limit any damages that may be awarded against us. We process data on the basis of our legitimate interests in protecting our business in accordance with the law.

1. Method of data processing

Data processing will be carried out in a lawful, correct and transparent manner and, in any case, in compliance with the provisions of Articles 5 and 6 of the GDPR. The processing will be carried out by means of operations or series of operations including: collection (i.e. acquisition of the data), recording (i.e. storage of the data), organisation, storage, consultation (i.e. reading of the data), communication to specific subjects, use (generic use of the data) of personal data.

The operations may be carried out with or without the aid of electronic and paper instruments, in compliance with the rules of confidentiality and security provided for by law, regulations, or specific internal provisions.

1. Communication of data

The data may be communicated to persons authorised to process them, as well as to all third parties to whom such communication is necessary for the correct fulfilment of the purposes indicated. These third parties may be

- professionals working with the Data Controller (such as accountants, lawyers and tax experts), whose intervention is deemed necessary;
- companies and professionals who are part of the Data Controller's supplier network (e.g. those who deal with IT aspects).



The data will not in any case be subject to dissemination for advertising and/or marketing purposes. No sale or rental of personal data is carried out.

The Data Controller does not transfer personal data to non-EU countries or international organisations. Data are processed on servers located at the Controller's headquarters. However, such data may be transferred to countries outside the European Union and/or to international organisations, provided that this is necessary for the purposes in point 3 and, in any case, always in compliance with the provisions of the GDPR.

1. **Rights of the interested parties**

The subjects to whom the personal data refer have the right at any time to obtain confirmation of the existence or otherwise of such data and to know its content and origin, verify its accuracy or request its integration, updating or rectification. The subjects to whom the personal data refer have the right to request cancellation, limitation of processing, transformation into anonymous form or blocking of data processed in violation of the law, and to oppose in any case, for legitimate reasons, their processing. The data subject may ask the Data Controller to receive the personal data provided, in a structured, commonly used and machine-readable format, and has the right to transmit them to another

Data Controller.

The rights may be exercised by contacting the Data Controller or the Data Processor at the following addresses:

- T: +39 02 971 027 92
- e-mail: info@c099.it.

1. **Storage period**

The Data Controller shall store your personal data for as long as is necessary to achieve the purposes indicated in point 2 of this privacy policy.

1. **Applicable law and date of update**

This Privacy Policy is governed by and will be interpreted in accordance with the laws and any other mandatory provisions of the applicable laws in the European Union.

Date of update: 07.02.2022