

PRIVACY NOTICE PURSUANT TO ART. 13 OF THE REG. (EU) 2016/679 (“GDPR”)

Veronafiere S.p.A. provides you with the information required by GDPR concerning the processing of personal data provided when requesting for the VISA invitation letter.

1. Identity and contact details of the data controller

The data controller is **Veronafiere S.p.A.**, VAT 00233750231, Viale del Lavoro, 8, 37135 – Verona (VR), tel. 045 8298111, e-mail info@veronafiere.it, PEC mail@pec.veronafiere.it (hereinafter referred to as “**Veronafiere**” or “**Controller**”).

2. Contact details of the data protection officer (DPO)

You can contact the DPO at the email address dpo@veronafiere.eu

3. Data processing purposes, legal basis and data retention

WHY IS YOUR PERSONAL DATA BEING PROCESSED?	WHAT IS THE BASIS THAT MAKES THE PROCESSING LAWFUL?	HOW LONG DO WE KEEP YOUR PERSONAL DATA?
In order to assess and manage your request to obtain a business invitation letter for visa purposes , including sending such a letter to the competent authority.	To fulfil specific requests from the data subject. Therefore, the legal basis for processing is the performance of the contract to which the data subject is party.	For 10 years, as the ordinary limitation period, subject to specific terms provided by law. In case of litigation, for the length of the dispute.
For the fulfilment of legal obligations , including those related to immigration.	The compliance with a legal obligation to which the Controller is subject.	
If necessary, for the establishment, exercise or defence of legal claims .	The legitimate interest of the Controller.	

Once the above data retention terms have expired, data will be destroyed or anonymized, compatibly with the technical timing for erasure and backup.

4. The provision of data

The provision of data requested by Veronafiere is necessary in order to carry out the procedure. Otherwise, it will not be possible for the latter to fulfil the request.

5. Categories of recipients to whom data may be disclosed

Data may be disclosed to parties acting as autonomous controllers, such as public authorities (embassies/consulates competent for the VISA procedure) or professional firms.

Data may be processed, on behalf of the Controller, by third parties, appointed as processors pursuant to article 28 of the GDPR, carrying out activities that are functional to the services provided, such as the consulting company which support Veronafiere in the management of the procedure in question.

Furthermore, data are processed by Veronafiere employees who have been expressly authorised to process such data for the above-mentioned purposes and have received adequate operating instructions.

6. Data subjects’ rights

You shall have the rights under articles 15–22 of the GDPR and in particular the right:

- i) to obtain the confirmation as to whether or not personal data concerning you are being processed, and, where that is the case, access personal data and the information referred to in art. 15,
- ii) to obtain the rectification of inaccurate data,
- iii) to have incomplete data completed,
- iv) to obtain the erasure of data in the cases provided for by article 17 GDPR,
- v) to obtain restriction of processing in the cases provided for by article 18 GDPR,
- vi) to object, on grounds relating to your own particular situation, to the processing carried out in the legitimate interest of the Controller.

In order to exercise your rights, you can contact the Controller at the contact points specified at par. 1 or by an e-mail to privacy@veronafiere.it.

In any case, you shall have the right to lodge a complaint with the competent supervisory authority in the Member State of your habitual residence, place of work or place of the alleged infringement.