

INFORMATION DOCUMENT AND CONSENT TO THE TREATMENT OF PERSONAL DATA
(art.13 Decree-law n°196/2003)

A.I.VE.LA.
Fax: +39 071 2204813

Before providing us your personal data we kindly ask you to read through this information document. First of all we wish to inform you that by “Personal data” we mean:

- the data we are asking you for with this form and the data we might have to ask you for in the future;
- the data you spontaneously supplied us, although without obligation.

1. These data are collected by us with the only purpose of carrying out our institutional activity, including the administrative management of our relationship. The data you supply us will be recorded according to the laws in force.

2. The data will be treated by us both manually (the related paper documents will be safely kept and protected) and electronically (in this case they will be recorded on protected electronic device).

3. the data collected could be:

- made available to the A.I.VE.LA.’s collaborators, as persons responsible or in charge of treating the personal data;
- communicated to external subjects only in case they are involved in and functional to supplying the services you request;
- widespread on our publications only if expressly authorized with a separate form.

4. We inform you that, according to art.7 of Decree-Law n° 196/2003, as far as the treatment of your data is concerned, you have the following rights:

A. to be promptly informed by A.I.VE.LA. about:

- the existence of your personal data, their update, integration, cancellation etc.
- that the subjects who have received your personal data have been informed about the dispositions above;

B. to oppose completely or partially, for legitimate reasons, with the treatment of your personal data even though relevant to the purposes of the data collection. In this case we will be unable to supply you the services you asked for and to fully comply with your requests.

Above mentioned rights can be exercised with an informal request addressed to A.I.VE.LA. to the attention of the Representative or of the person in charge of data treatment, also through a third person.

5. We inform you that A.I.VE.LA.- Via Brecce Bianche, Ancona- in the person of its pro tempore legal Representative Enrico Primo Tomasini is in charge of Data treatment and security

Consent to the treatment of personal data according to art. 23 of Law 196/2003

Name and Surname	
Company	
Address	
City/Zip Code	

Date

Signature

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