



## MEETING PLANNER

### PRIVACY NOTICE

Pursuant to EU Regulation 679/2016

Dear User,

EU Regulation 679/2016 lays out rules to secure the right to data protection. Your personal data will be handled in accordance with the provisions of the Regulation with full respect for your rights, fundamental freedoms and your dignity and in observance of the principles of fairness, lawfulness and transparency.

We inform you that:

1) The data you provide will be processed in your interest for the following purposes:

- activities relating to the services you requested, in particular for the organization of meetings, conferences, congresses and training events (mandatory conferment);
- fulfillment of legal and accounting or administrative obligations and the management of contracts (mandatory conferment);
- sending communications, notices or newsletters regarding our new initiatives and services, associated companies, partners or customers (optional conferment).

2) In accordance with the security requirements, your data will be subjected to processing through computer systems, printed materials and images. The processed data will not be transferred outside the EU;

3) You provide your personal data through your explicit consent for the processing. Your data will be retained for a period of 10 years after the end of the present contract;

4) Processing typically concerns personal data. Your personal data will not be disseminated and will be protected according to security measures provided for by the law;

5) In order to complete and/or deliver a service in your interest or to which you agreed, we may share your data with:

- public, welfare or insurance organizations, associations or other public or private entities exclusively for the purpose of fulfilling specific legal obligations;
- freelance professionals who may execute a service to which you agreed.

6) The data controller is MEETING PLANNER SRL - Via Divisione Paracadutisti Folgore, 5, 70125 Bari - Italy. The Data Processor is MEETING PLANNER's legal representative, Ms Maddalena Milone. A Data Protection Officer (DPO) is not required given the type of data processing operations we perform.

7) As the interested party, you have the following rights:

- Right to be informed. Before data collection, you have the right to know how your data will be collected, processed and stored, and for what purpose;
- Right to access data. After data collection, you have the right to access it and know how your data have been processed and stored and for what purpose;
- Right to rectification. You have the right to edit your data if they are inaccurate or incomplete;



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- Right to erasure (or right to be forgotten). You have the right to have your personal data erased forever (except for other legal obligations, especially in the case of reporting to public institutions or data protection authorities);
- Right to restrict processing. You can restrict or block the use of your data;
- Right to data portability. You have the right to move, copy or transfer your personal data;
- Right to object. You have the right to prohibit your data from being processed without your explicit consent;
- Right to object to automated decisions. You have the right to not be subject to decisions based solely on algorithms or automations.