EXERCISE OF RIGHTS ON THE MATTER OF

PERSONAL DATA PROTECTION

(*articles 15-22 of the EU Regulation 2016/679)*

Mr./Ms.

Born in on

Exercises with the present request his/her rights, as described in articles 15-22 of the EU Regulation 2016/679:

**1. Access to personal data:**

(art. 15 of the Regulation (EU) 2016/679)

I (*only tick the relevant boxes*)

° request confirmation of the fact that personal data concerning me are being processed

° in case of confirmation, I request to obtain access to the above-mentioned data and receive a copy thereof as well as obtain all the information listed from *a* to *h* in article 15, paragraph 1 of the Regulation (EU) 2016/679, in particular concerning:

|  |  |
| --- | --- |
| (a) | the purposes of the processing; |

|  |  |
| --- | --- |
| (b) | the categories of personal data concerned; |

|  |  |
| --- | --- |
| (c) | the recipients or categories of recipient to whom the personal data have been or will be disclosed, in particular recipients in third countries or international organisations; |

|  |  |
| --- | --- |
| (d) | the envisaged period for which the personal data will be stored, or, if not possible, the criteria used to determine that period; |

|  |  |
| --- | --- |
| (g) | where the personal data are not collected from the data subject, any available information as to their source; |

|  |  |
| --- | --- |
| (h) | the existence of automated decision-making, including profiling, meaningful information about the logic involved, as well as the significance and the envisaged consequences of such processing for the data subject. |

**2. Request of intervention on collected data**

(art. 16-18 of the Regulation (EU)2016/679)

I request the following (*only tick the relevant boxes*)

* Rectification and/or updating of data (art. 16 of the Regulation (EU)2016/679);
* Erasure of data (art. 17, paragraph 1 of the Regulation (EU)2016/679), for the following reasons (*specify*)

a)

b)

c)

In the cases specified in art. 17, paragraph 2 of the Regulation (EU)2016/679, I also request confirmation of the fact that the controller has informed all other controllers of the processing of my request of erasure;

* Links to and copies of my personal data;
* Restriction of processing (art. 18) for the following reasons (*only tick the relevant boxes*)

- I contest the accuracy of personal data;

-The processing is unlawful;

- The data are required for the establishment, exercise or defence of legal claims;

- I object to processing pursuant to art. 21 of the Regulation (EU) 2016/679.

This request concerns (indicate the personal data, the categories of data or the processing referred to):

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**3. Right to data portability**

(art. 20 of the Regulation (EU) 2016/679)

With reference to the personal data provided to the controller, I request (*only tick the relevant boxes*)

* To receive such data in a structured, human- and machine-readable format;
* To transmit to a different controller (*specify identification and contact reference of the new controller*)

- all of the personal data provided to the present controller

- a sub-group of such data

This request concerns (indicate the relevant personal data, categories of data or processing):

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**4. Right to object to processing**

(art. 21, paragraph 2 of the Regulation (EU)2016/679)

* I oppose to data processing pursuant to art. 6, paragraph 1, letter e) or f), for the following reasons related to my particular situation (*specify*)

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* Pursuant to art. 12, paragraph 4 of the Regulation (EU)2016/679, I request to be informed without delay and at the latest within one month of receipt of the request of the reasons preventing the controller from providing the relevant information and carrying out the requested operations
* Pursuant to art. 11, paragraph 2 of the Regulation (EU)2016/679, I request to be informed of possible conditions preventing the controller from identifying me as the data subject.

**5. Right to object to the processing for purposes of direct marketing**

(art. 21 of the Regulation (EU) 2016/679)

* I object to the processing of my data where it is carried out for advertising or direct marketing purposes, or for purposes of marketing research and commercial communication.
* Pursuant to art. 12, paragraph 4 of Regulation (EU) 2016/679, I request to be informed without delay and at the latest within one month of receipt of the request of the reasons preventing the controller from providing the relevant information and carrying out the requested operations
* Pursuant to art. 11, par. 2 of the Regulation (EU) 2016/679, I request to be informed of possible conditions preventing the controller from identifying me as the data subject.

**Contact details[[1]](#footnote-1):**

Address

City Province Postal/ZIP Code

Or:

e-mail/certified e-mail address:

**Further details**

If necessary, give us further details or clarifications, or indicate what additional documents you have attached (if any)

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1. Please attach a copy of your ID [↑](#footnote-ref-1)