

# Privacy Policy

Borgo I Vicelli Srl protects the confidentiality of personal data voluntarily provided by its customers and guarantees the processing of the data in accordance with the provisions of the current legislation on privacy and EU Regulation no. 2016/679.

## **The Data Controller**

The data controller of personal data collected through the website <http://borgoivicelli.com/> is Borgo I Vicelli Srl (C.F. e P.IVA 06079410483) with registered office in Italy, Bagno a Ripoli, Via Roma 588, [borgoivicelli@dadapec.com](mailto:borgoivicelli@dadapec.com), email [info@borgoivicelli.it](mailto:info@borgoivicelli.it), [reservation@borgoivicelli.it](mailto:reservation@borgoivicelli.it), telefono +39 055 699003.

## **Purposes of data processing**

The provision of data and consent to their processing are voluntary and are necessary to complete the on-line booking process and to allow the data controller to fulfil the obligations arising from the contractual relationship that derives from it, as well as to the legal and administrative obligations connected to it. The provision of data and consent to their processing are necessary to book your stay at Borgo I Vicelli, to enjoy all the activities and services provided, to organise meetings, weddings and parties.

Furthermore, these data are collected for statistical and historical purposes and to send communications, including promotional and commercial ones, to customers.

For what concerns the data related to credit cards (type of card, number, expiration date), the same are retained exclusively as a guarantee for the bookings. No request is made of the card's CCV.

Failure to register the requested data will result in the inability to proceed with the purchase or to receive the newsletter, depending on the purpose for which they are requested.

## **Type of data collected**

The personal data collected for the purpose of subscribing to the newsletter are as follows: e-mail address, telephone number.

Personal data collected for booking online are as follows: name, surname, residential address, e-mail address, telephone number, credit card details. Those data are collected by our Booking Engine through the company Simple Booking, (<https://www.simplebooking.it/ibe/hotelbooking/search?hid=4428&lang=EN>).

The personal data provided by external websites like [www.booking.com](http://www.booking.com) , [www.expedia.com](http://www.expedia.com) are collected directly by those OTA and we suggest you to read their privacy policy.

The data (name, surname, address, e-mail, credit card details) that come from direct contact with customers are traceable in contracts signed and stored in a special folder on the computer and in paper, as well as in e-mail exchanged with customers and stored in e-mail.

The data (name, surname, nationality) provided at check-in are sent directly to the police and to the province as required by law.

The data (name, surname, address) used for the billing are stored in the customer database of the accounting system as required by law.

The Data Controller processes the personal data provided by the Customer, adopting all the security measures necessary to avoid changes, disclosures and uses of the same not specifically authorized.

All personal data collected do not exceed the purpose of the services for which they are collected.

In addition to the Data Controller, the personal data collected may also be processed by parties involved in the organization of Borgo i Vicelli s.r.l. (for example, administrative and secretarial staff) or external parties (for example, the

company that manages the site, hosting providers, consultants, accountants and lawyers who provide services that are functional to the purposes of the processing). These subjects are entrusted exclusively to the Data Controller.

The list of data processors can always be requested from the Data Controller

**Retention period:**

Personal data will be stored for a period of time no longer than required for the purposes for which they were provided. However, their removal will be safe.

The data collected from the contact section of the site, those reported in the contracts and those provided directly by the guest client of Borgo I Vicelli Srl, are kept for the period prescribed by law for accounting data.

The data relating to the subscription to the newsletter will be kept until the user asks for the cancellation.

**Rights of the interested party:**

In accordance with the provisions of the Regulation 679/2016, the user has the right to ask the data controller to access personal data and to rectify or cancel them or limit the processing that concerns them or to oppose their treatment, in addition to the exercising the right of data portability.

The aforementioned requests must be sent to the following pec address: [borgoivicelli@dadapec.com](mailto:borgoivicelli@dadapec.com) , email [info@borgoivicelli.it](mailto:info@borgoivicelli.it). The user also has the right to file a complaint with the supervisory authority (Autorità Garante per la protezione dei dati personali - [www.garanteprivacy.it](http://www.garanteprivacy.it)).

In case of violation of personal data, the data controller will notify the competent authority as foreseen by art. 33 of Regulation 679/2016 and in those cases where such violation is likely to present a high risk for the rights and freedoms of the individual will communicate without delay the violation to the interested party as foreseen by art. 34 of Regulation 679/2016.