

For the attention of<sup>1</sup>

*(indicate the controller)*

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## **EXERCISE OF RIGHTS WITH REGARD TO PROTECTION OF PERSONAL DATA**

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

I the undersigned .....born (place) ..... (date)....., by the request herein exercise the following rights as per articles 15-22 under Regulation (EU) 2016/679:

### **1. Access to personal data**

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

I the undersigned *(tick only the appropriate boxes)*:

- ask confirmation as to whether or not personal data concerning me are being processed;
- where confirmed, ask to have access to such personal data, a copy of them, and to obtain all the information under Art. 15, paragraph 1, items from a) to h) of Regulation (EU) 2016/679, and in particular:

- the purposes of the processing
- the categories of personal data concerned
- the recipients or categories of recipients to whom the personal data have been or will be disclosed, in particular recipients in third countries or international organizations;
- the envisaged period for which the personal data will be stored or, if not possible, the criteria used to determine that period;

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<sup>1</sup> To be addressed to the controller (for example: banks, phone operators, credit information companies, website operators, insurance companies, health organizations, public authorities, etc.), even through the Data Protection Officer (DPO) where appointed by the Controller.

- the source of the data (or the subject or the specific source from which they have been obtained);
- the existence of automated decision making, including profiling, and the 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 rectification of data

(articles 16-18 of Regulation (EU) 2016/679)

I the undersigned request the following actions (*tick only the appropriate boxes*):

- rectification and/or update of the data (art. 16 of Regulation (EU) 2016/679)
- erasure of the data (art. 17, paragraph 1, of Regulation (EU) 2016/679) due to the following reasons (*to be specified*):
  - a) ...;
  - b) ...;
  - c) ...;
- where envisaged as per art. 17, paragraph 2, Regulation (EU) 2016/679), the statement that the controller has informed other controllers about the request of the data subject for the erasure of any link, copies or duplicate of his/her personal data.
- restriction of processing (art.18) due to the following reasons (*tick the appropriate boxes*)
  - the accuracy of personal data is contested;
  - the processing of data is unlawful;
  - the data are required by the data subject for the establishment, exercise or defence of legal claims;
  - the data subject has objected to processing pursuant to art. 21, paragraph 1, of Regulation (EU) 2016/679).

The request herein is concerning (indicate the personal data, the categories of data or the processing referred to):

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### 3. Data Portability<sup>2</sup>

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

With reference to all my personal data provided to to the controller, I the undersigned ask (*tick only the appropriate boxes*):

- to receive such data in a structured, commonly used and automated machine-readable format;
- to transmit directly to another controller as follows (*specify the details to identify and contact the controller: .....*):
  - all the personal data provided to the controller;
  - a subset of such data;

The request herein is concerning (indicate the personal data, the categories of data or the processing referred to):

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<sup>2</sup> For further insights: Guidelines about the rights to “data portability” – WP242, adopted by the Workgroup Art. 29, available in [www.garanteprivacy.it/regolamentoue/portabilita](http://www.garanteprivacy.it/regolamentoue/portabilita).

#### 4. Objection to the processing

(art. 21, par. 1, of Regulation (EU) 2016/679)

- I undersigned object to processing of personal data pursuant to art. 6, paragraph 1, item e) or f) for the following reasons linked to his/her particular situation (*to be specified*):

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#### 5. Objection to the processing for direct marketing purposes

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

- I the undersigned object to the processing of personal data where it has the purpose to dispatch advertising communications or it aims at direct sale, marketing surveys or trade information.

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I, the undersigned:

- Request to be informed, pursuant to art. 12, paragraph 4 of Regulation (EU) 2016/679, at the latest within one month of receipt of the request herein, about the reasons, if any, for which the controller has not provided the information or has not taken the actions required.
- Request, in particular, to be informed about the conditions, if any, which prevent the controller from identifying the data subject as such, pursuant to art. 11, paragraph 2, of Regulation (EU) 2016/679.

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**Address for reply<sup>3</sup>:**

Street/Square

City            Province            Zip code

or

e-mail/PEC:

**Further details, if any**

I, the undersigned, point out what follows (please provide any useful explanation or indicate any document enclosed):

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Place and date

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Signature

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<sup>3</sup> Enclose copy of an identity document.