

**Privacy Information  
Newsletter subscribers**

Estimated user,

the range of services offered by the Foundation Hofburg also includes the production and distribution of a newsletter (regularly published information leaflet), which informs you regularly about activities, offers, events, exhibitions, conferences and the like.

**1. Purpose of processing**

You provide the following personal data to the Foundation Hofburg so that it can send you the newsletter.

**2. Voluntary processing**

The collection and processing of personal data by the Foundation Hofburg is voluntary. You are therefore not obliged to transmit any personal data to the Hofburg Foundation. However, if you wish to subscribe to the newsletter, you must provide the following information to the Hofburg Foundation.

**3. Responsible for the processing of personal data**

Responsible for the processing of personal data is the Foundation Hofburg: Diözesanmuseum und Diözesanarchiv (hereinafter referred to as " Foundation Hofburg "), Hofburgplatz 2, I-39042 Brixen (BZ), tax number: 00731880217, VAT number: 00731880217, telephone: +39-0472-830505, fax: +39-0471-208282, e-mail: info@hofburg.it, certified electronic mail: info@pec.hofburg.it.

**4. Type of personal data processed**

The Hofburg Foundation points out that only general personal data and no special categories of personal data (sensitive data such as health data) are collected and processed (stored, passed on, etc.).

**5. Communication of data to third parties**

Your data will not be disclosed to third parties.

**6. Overview of the processing of necessary personal data**

The following personal data must **necessarily** be collected.

Data	Legal basis GDPR - Purpose of data processing	Planned deletion	External transfer?	Purpose of forwarding
Name and surname	Art. 6, para. 1, letter a) - consent of data subject necessary	After revocation by the subscriber	///	///
email address	Art. 6, para. 1, letter a) - consent of data subject necessary	After revocation by the subscriber	///	///

**7. Type of storage**

The Hofburg Foundation processes your personal data in paper form (e.g. collection of the necessary data using its own form) and in digital form (electronic storage of data; electronic storage of video recordings). The Hofburg Foundation guarantees the greatest possible protection of your personal data through appropriate technical and organisational measures.

**8. Communication of data to third countries or international organisations**

No personal data will be transferred to a recipient in a third country or an international organisation.

**9. Right to information**

You have the right to information about:

- the origin of the personal data;
- the purpose and modalities of the processing;
- the system used if the data are processed electronically;
- the main data identifying the holder of the right and those responsible;
- the persons or categories of persons to whom the personal data may be communicated or who may become aware of it as designated representatives in the territory of the State, as persons in charge or as agents.

#### **10. Refusal**

If you do not wish to be monitored by video, you will not be able to visit the Hofburg. If you do not provide the data necessarily required for invoicing, or if you do not provide it in good time, the Foundation Hofburg will not be able to conclude or implement the contract. In this respect, the Foundation Hofburg may withdraw from the contract and shall not be liable to you or any third party for any loss or damage arising from your refusal to do so.

#### **11. Duration of processing**

Your personal data will generally be kept until you unsubscribe the newsletter-receipt.

#### **12. Right to rectification, cancellation, "to be forgotten", limitation and opposition**

You have the right to have your personal data corrected or deleted, or "to be forgotten", or to limit the processing of your data. You also have the right to object to the processing. A corresponding application can be submitted informally to the Foundation Hofburg. Whereas the exercise of these rights makes it impossible for the Foundation Hofburg to send the newsletter, it accepts no liability whatsoever for your misconduct, neither towards you nor towards third parties.

#### **13. Right of appeal to a supervisory authority**

You have the right to lodge a complaint regarding the collection and processing of your personal data with a supervisory authority designated for this purpose by the Italian State (currently the Italian data protection authority *Garante per la protezione dei dati personali*).

#### **14. Delivery of copies**

You can request a copy of your personal data collected and processed by the Foundation Hofburg. The transmission of the copies takes place in principle in electronic form, unless you request expressly a delivery in paper form. If further copies are requested, the Foundation Hofburg may charge an appropriate fee for this.

#### **15. Right to data transferability**

You have the right to receive the personal data you have provided to the Foundation Hofburg in a structured, common and readable format. You also have the right to have your data transferred to another person designated by you without hindrance.

#### **16. Facultative consent**

The consent for the processing of the data in point 6 is given through the opt-in button.