



INFORMATION FOR WEBSITE USERS on Data Use and Rights

Art. 13 of EU Regulation 2016/679 (GDPR) concerning the protection of natural persons with regard to the processing of personal data

- June 2025 Revision -

FREE SPACE, headquartered at Via Antonio Cocchi, 7 – 56121 Pisa (PI), tel. +39 050 7213272, as the Data Controller, hereby provides the following information to users, in accordance with EU Regulation 2016/679, regarding the processing of their personal data.

1. What personal data do we collect?

We collect and process personal data about you when you interact with our website and our activities. The personal data we process includes:

- first and last name;
- address / email address;
- other personal information you provide to us;
- browsing data and session cookies (non-persistent), only for the time strictly necessary to ensure secure and efficient navigation.

Cookies are small text files that websites visited by users send to the device they are using, where they are stored and later sent back to the same websites upon subsequent visits by the same user. A cookie identifies the device in which it is stored for the duration of its validity or registration. During visits to the website, information regarding your browsing data may be stored in cookies installed on your device.

Cookies perform various functions and allow you to navigate the website efficiently, remembering your preferences and improving your browsing experience.

2. For what purposes do we use this personal data and what is the legal basis for its use?

The data is processed for the following purposes:

- to monitor the proper functioning of the website, in accordance with the company's legitimate interest in ensuring the correct performance of the service;
- to gather anonymous statistical information on the use of the website, in line with the company's legitimate interest in improving the site and meeting user needs;
- to enable us to respond to the information requests you submit.

3. Why do we use cookies?

Cookies are used, subject to consent, for electronic identification, session tracking, and the storage of information related to user activity when accessing a website (for example: remembering your login, display preferences such as language selection).

Some website functions may not be possible without the use of cookies, which in certain cases are technically necessary for the website to operate properly.

4. What cookies do we use?

We use technical cookies, which include session cookies, navigation cookies, and functionality cookies. These are essential for browsing our website, using certain features, and for system administration (such as preventing fraudulent activity and enhancing security).

5. How to disable cookies through browser settings

According to current regulations, prior consent from users is not required for technical and analytical cookies. However, users can block or delete all or some of the cookies used on the Website by changing their browser settings.

Please note that cookie preferences will be reset if you access the Website using a different browser. For more information on how to set your cookie preferences through your browser, please refer to the following instructions:

- Internet Explorer
- Firefox
- Chrome
- Safari
- Opera

6. With whom and where will we share your personal information?

The company does not disclose, sell, or exchange the collected data with third parties without the data subject's explicit consent, except for any communications to authorized third parties – bound by confidentiality or appointed as Data Processors pursuant to Article 28 of Regulation (EU) 2016/679 – where necessary for the purposes outlined in this notice.

In particular, your data may be shared with:

- state entities,
- supervisory authorities,
- our service providers related to the purposes mentioned above.

Personal data may also be shared with government authorities and/or law enforcement agencies if required for the purposes stated above, by law, or when necessary to protect the legitimate legal interests of the Data Controller, in compliance with applicable legislation.

7. How long do we retain your personal data?

The personal data processed for the purposes outlined above will be retained in accordance with the principles of proportionality and necessity, and in any case only for as long as necessary to achieve the purposes for which they were collected.

In certain cases, we are required to retain specific information as mandated by law and for a reasonably necessary period in order to meet legal obligations, resolve disputes, prevent fraud and abuse, and enforce our terms and conditions.

We may process your personal data for a short period beyond the specified retention time to allow for review and safe deletion. Once your data is no longer needed, we will securely delete it in accordance with our Document and Information Retention Policy.

Session cookies remain active only until the browser is closed or a logout command is executed. Other cookies may remain stored after the browser is closed and may be accessed during subsequent visits. These are known as persistent cookies, and their duration is set by the server at the time of their creation. In some cases, an expiration date is defined; in others, the duration may be indefinite.

8. What are your rights regarding your personal data?

You have the right, at any time and free of charge, to access your personal data, request its rectification, erasure (if the data is no longer necessary to comply with a legal obligation), restriction of processing, data portability, or to object to its processing (if processed based on the legitimate interest of the data controller).

Furthermore, if you believe that your data has not been handled in accordance with legal requirements, you have the right to lodge a complaint with the Supervisory Authority (Garante Privacy), following the procedures outlined on the official website: www.garanteprivacy.it.

9. Is the provision of personal data mandatory?

All personal data we collect and process is provided on a voluntary basis. However, failure to provide such data may prevent us from achieving the purposes outlined above.

10. Where is your data stored?

The personal data we collect about you is stored by us and may be transferred to and stored within the European Union.