

PRIVACY INFORMATION NOTICE

Privacy Information Notice according to Article 13 of EU Regulation 2016/679.

B&B Marina Mergellina considers the respect of personal data very important and takes great care when it comes to handling and securing them.

This means, among other things, that:

- ★ we try to limit the gathering of personal data to those necessary for our management and communication needs, as well as the requirements imposed by the laws and regulations in force;
- ★ we clearly indicate what personal data we gather and for what purposes we process them;
- ★ we first ask your express permission to process your personal data, whenever your permission is required;
- ★ we implement appropriate security measures for the protection of your personal data, so that they are not disclosed to third parties, unless explicitly required by the laws and regulations in force.

Personal data gathered are treated in full compliance with EU Regulation 2016/679 (General Data Protection Regulation) and Legislative Decree 196/2003 (Personal Data Protection Code) and subsequent amendments and additions.

Use of personal data

Using the website www.bbmarinamergellina.it, contacting B&B Marina Mergellina and using the services of B&B Marina Mergellina, certain data are collected and processed; these include personal data and may include sensitive data.

Only data directly submitted by users are collected and processed. Users are responsible for the truthfulness and completeness of the data provided.

Collected data are processed and stored for the following purposes:

- ✓ service provision
- ✓ communication needs
- ✓ compliance with regulatory requirements

We process the following data:

- name and surname;
- date and place of birth;
- gender;
- address;
- province/state of residence;
- details of a valid document;
- email address;
- telephone number;
- copy of certificates for exemption from residence tax;
- details of payments made via bank or internet.

The aforementioned data are used for the following purposes:

- use of the website www.bbmarinamergellina.it;
- booking management and confirmation at B&B Marina Mergellina;
- agreements on the provision of services and related prices;
- communication of any changes that may have occurred to the agreements made;
- notification of guests to the local Public Security authority;
- notification of guests to the Italian Institute of Statistics;

- notification of guests to the Municipality of Naples;
- notification of the eventual exemption from the residence tax to the Municipality of Naples;
- verification and confirmation of payments made;
- management of any requests received;
- offer of special promotions or discounts;
- improvement of our services.

Navigation Data

The website www.bbmarinamergellina.it collects anonymous information on the use of the site (number of accesses), through a visit counter to its pages. These data are used for the sole purpose of obtaining anonymous statistical information on the use of the website and to check its correct functioning. By simply visiting the website, without completing the contact form, personal data are not collected.

Cookies and Links to other websites

The domain www.bbmarinamergellina.it is provided by Aruba SpA (<https://www.aruba.it/home.aspx>); the website www.bbmarinamergellina.it is developed and managed through Typo3 (<https://typo3.org/>). On the website www.bbmarinamergellina.it there are also links to secondary sites and third-party service providers (visit counter, weather service, clickable map, etc).

B&B Marina Mergellina does not track and profile the users of the website www.bbmarinamergellina.it through the so-called persistent cookies.

Anyway, the aforementioned web hosting and development service providers, as well as the sites to which we redirect, including secondary sites and third-party service providers, may have a different privacy policy.

We take no responsibility for the privacy policies of the web hosting and development service providers, or for the privacy policies of the linked websites, which we invite you to be aware of.

Contact Form

By completing the contact form on the website www.bbmarinamergellina.it, in the “Contact us” section, the user will be asked: name, email address and phone number.

The aforementioned data are collected for the sole purpose of efficiently and promptly processing the requests sent by the user. The transmission of the aforementioned data is optional; in case of non-transmission, or incorrect or incomplete transmission, it may not be possible to process the request submitted.

The data collected are kept for the time necessary to complete the aforementioned requests, in any case for a period of time not exceeding one year.

Booking

When booking at B&B Marina Mergellina you will be asked: the names and surnames of the people who will be staying there, an e-mail address and a reference telephone number.

Providing an e-mail address and a reference telephone number is not compulsory, but failure to do so will impede to confirm the reservation, as well as to send all the necessary information about the arrival and overnight stay at B&B Marina Mergellina.

Users are responsible for the truthfulness and completeness of the data provided. People intending to reserve a room are aware and accept that in case of erroneous or false declaration of the personal data required, B&B Marina Mergellina declines any responsibility, not excluding any further legal action.

The data collected are kept for the time necessary to complete the aforementioned requests, in any case for a period of time not exceeding two years.

Arrival

Upon arrival at B&B Marina Mergellina, an identity document of each person staying will be required, in order to register their personal data at the local Public Safety Authorities (Police Lodged People Portal).

Personal data transmitted to the local public security authority include: name, surname, gender, date and place of birth, place of residence, number of a valid identity document.

Providing an identity document for the purpose of registering with the local Public Safety Authorities (Police Lodged People Portal) is compulsory according to Article 109 of the Unified Text of the Laws on Public Security (T.U.L.P.S.), approved by Royal Decree 773/1931 and subsequent amendments and additions.

Failure to provide a valid identity document for registration of personal information at the local Public Safety Authorities, will not allow accommodation at B&B Marina Mergellina.

People intending to stay at B&B Marina Mergellina are aware and accept that in case of submission of a false or expired document, B&B Marina Mergellina declines any responsibility, not excluding any further legal action.

The data collected are kept for a period of time not exceeding five years.

Periodic Reports

Pursuant to the laws and regulations in force in Italy, in Region Campania (Regional Law No.5/2001 and subsequent amendments and additions) and in the Municipality of Naples (Deliberation of the City Council No.20 dated 21/06/2012 and subsequent deliberations), B&B Marina Mergellina is required to periodically report certain data to the competent authorities.

In particular, reports are requested to the Provincial Tourist Board of the number of presences, the number of overnight stays and the provenance (foreign state or province of residence) of the B&B guests. The aforementioned data are collected for transmission to the Italian Institute of Statistics for statistical purposes and are provided and aggregated anonymously.

Furthermore, reports are requested to the Municipality of Naples of the number of guests and overnight stays of the B&B guests, possibly accompanied by personal and sensitive data such as:

- minor guests
- health treatment with day-hospital hospitalization at health facilities in the municipal area
- assistance of patients admitted to health facilities in the municipal territory
- accompaniment of sick children
- disability of not less than 80% certified in accordance with current legislation
- political refugee status
- belonging to public security forces
- belonging to the voluntary personnel of Civil Protection, Red Cross and ONLUS, in case of calamity
- being a bus driver or a tourist guide

- being hosted free of charge by the B&B upon request of the municipal administration or other public body

The aforementioned data are collected by the B&B as public accountant, in order to transmit the tourist tax to the Municipality of Naples. In general, the data for transmission of the tourist tax are collected, provided and aggregated anonymously; however, in case residence tax exemption for the subjects listed above (and for any exemption further established by the Municipality of Naples with subsequent resolutions), also personal and sensitive data are collected, and they must be accompanied by the relevant certificates.

B&B Marina Mergellina collects and stores the aforementioned personal and sensitive data for the sole purpose of their transmission to the City of Naples in order to achieve the tourist tax exemption for the guest and to guarantee possible control on the documents by the competent authority. Failure to provide the necessary certificates to achieve the tourist tax exemption, will not allow to exempt guests from paying the same.

People intending to stay at B&B Marina Mergellina are aware and accept that in case of false or void certificates, B&B Marina Mergellina declines any responsibility, not excluding any further legal action.

The data collected are kept for a period of time not exceeding five years.

Minors

B&B Marina Mergellina does not accept bookings from individuals under the age of 14. We do not intend to collect personal information on anyone under the age of 14, unless accompanied and/or expressly authorized by the holder of parental responsibility.

Use of telephone, Wi-Fi and Internet

B&B Marina Mergellina offers its guests: landline phone to make and receive calls (in common with the B&B owner); Wi-Fi connection to the Internet via a non-unique password (in safe mode, separate from the navigation of the B&B owner), possibly an Ethernet cable for Internet connection (in safe mode, separate from the navigation of the B&B owner).

Pursuant to Article 10 of Law no.98/2013, “the offer of internet access to the public is free and does not require the personal identification of users. The provider’s obligation to guarantee the connection traceability remains unchanged. Registration of the session track, if not associated with the identity of the user, does not constitute processing of personal data and does not require legal compliance”.

Communications that guests make are confidential and are not subject to control, tracking, registration, treatment, storage of any kind by B&B Marina Mergellina. However, telephonic and internet traffic data are tracked and kept (for two years and one year respectively) by the provider of telephone and IT services, via lists, records, “data retention” and so on.

Since improper or illicit use of the aforementioned means of communication may trigger investigations by the Postal Police, in case of a crime committed using the lines offered by the B&B, guests are required to comply with all applicable regulations in the use of the aforementioned means of communication.

In the event of an investigation, B&B Marina Mergellina will provide all the information available to the judiciary. These include (but are not limited to): B&B presences on certain dates, telephonic and internet traffic data (via specific request to the provider), electronic equipment made available to guests and so on.

Payment Details

B&B Marina Mergellina collects the details of bank and/or telematic payments made by users in order to verify their validity and reception.

The data collected are kept for a period of time not exceeding one year.

Receipts

Upon payment of the balance, B&B Marina Mergellina issues a receipt of the amounts received. The receipt includes the name, surname, business name, tax information of the payer.

The receipt matrix with the related data collected is kept for a period of time not exceeding five years.

Discounts and Special Offers

In general, B&B Marina Mergellina does not make systematic promotions through: newsletters, mailing lists, phone calls, telephone messages or via social channels (WhatsApp, Messenger, etc.).

However, B&B Marina Mergellina reserves the right to send occasional communications to its customers and users, through any of the aforementioned channels, in order to inform them of particular promotions, offers, discounts, events at the B&B Marina Mergellina and/or in the city of Naples, which could be of interest to them.

Users may object to the above communications at any time, simply by verbal or written communication.

Methods of Processing and Confidentiality of Information

All personal and/or sensitive data collected are used for normal communications, for the regular provision of services, for the proper functioning and for the improvement of services of B&B Marina Mergellina, as described above and as required by current laws and regulations.

The personal and/or sensitive data collected are processed using paper, electronic and telematic tools. Specific security measures are observed to prevent data loss, illicit or incorrect use and unauthorized access.

The data collected will be retained in a database accessible only by Marina Mergellina for the periods of time indicated above.

B&B Marina Mergellina will not share or otherwise communicate to third parties any personal and/or sensitive data collected, apart from the transmission to local authorities due under the laws and regulations in force, as specified above.

Nevertheless, personal and/or sensitive data collected may be disclosed to third parties, besides the cases listed above, to fulfil legal obligations; B&B Marina Mergellina reserves the right to transfer personal and/or sensitive data to governmental authorities, courts, external consultants and similar third parties that are public bodies, to the extent required or permitted by applicable laws, for example if it is necessary for the pursuit of legitimate interests of B&B Marina Mergellina, or if an illicit act has been committed during the use of the services offered by B&B Marina Mergellina.

Rights

Those to whom the personal and/or sensitive data refer will be able to exercise the rights referred to in Articles 15-22 of EU Regulation 2016/679 by contacting B&B Marina Mergellina at the address below.

In particular, they have the right to:

- obtain access to their data and make a complaint to the supervisory authority;
- obtain from the data controller the correction of inaccurate personal data concerning them;
- obtain from the data controller the cancellation of personal data concerning them without unjustified delay;
- obtain a limitation of data processing;
- oppose the processing of their personal data;
- not be subjected to a decision based solely on automated processing, including profiling or which significantly affects them.

Data Controller and Data Processor

For the services offered by B&B Marina Mergellina, included the use of the website www.bbmarinamergellina.it

- the data controller is: Bed and Breakfast Marina di Mergellina – Viale Villa Santa Maria 14 – 80122 Napoli – Italy.
- the data processor is: Marina Rasulo – Viale Villa Santa Maria 14 – 80122 Napoli – Italy.

Updating

We reserve the right to update this privacy information notice without warning, by publishing the updated version on the website www.bbmarinamergellina.it in the “Contact Us” section.

Last updated: September 2018.