



## PRIVACY NOTICE

FOMAS Inc (hereinafter "FOMAS INC"), in its capacity as Controller is required to provide you with certain information about how and why your personal information will be processed.

### 1. What personal information do we collect

As general rule, FOMAS INC collects personal information directly from you at the moment of the establishment of the contractual relationship. Such information may be for example: (i) identification and personal information (e.g., first and last name, postal or email address, mobile device or telephone number, fax, etc.); (ii) economic and financial information, including bank account(s) number(s), account or identification number issued by and/or used by any federal or state governmental agency or private financial institution and payment references.

### 2. Purposes of the processing

Your personal information is processed by FOMAS INC in order to perform the contractual relationship between us, and specifically:

- a) to manage customer relationships (e.g., collect information preparatory to the contract, and optimize the services offered by FOMAS INC according to customer preferences, requests, suggested improvements and/or complaints);
- b) to comply with the federal or local law, statutory duties, or obligations.
- c) to fulfil all administrative, accounting and tax activities related to the contractual relationship.
- d) to carry out surveys, send questionnaires and any other communication related to the sale/advertising of the products sold or products similar to those already purchased by the interested party.

The provision of personal information for the purposes indicated in points a), b) and c) above is essential and vital to full or partial performance of the contract, and to compliance with statutory obligations; therefore, any refusal to provide such data would make de facto impossible to establish and continue the contractual relationship with the FOMAS INC. In relation to letter (d), data processing is optional; the data subject may always object to such processing in the way indicated below.

If FOMAS INC. intends to use your personal information for any purpose incompatible with those for which they were originally collected or authorized, it will give you prior warning of this.

### 3. How your personal information will be processed

Your personal information will be processed using manual data processing or digital systems and the logic behind the processing will be strictly linked to the purposes described above. In any event, your personal data will be processed in such a way as to ensure their security and confidentiality.

In processing your personal information, FOMAS INC undertakes to:

- 1) ensure that they are exact and up-to-date, and to promptly make any corrections and/or additions that you request.
- 2) Notify you, immediately, in the cases established by law, of any personal information leak, distortion or loss.
- 3) Ensure that the processing is in compliance with the relevant rules of law.

### 4. Categories of parties to whom your personal information may be disclosed

The personal information that you provide will not be disseminated, or disclosed to unspecified parties in any possible way, even by placing the data at their disposal or simply making them available for consultation. Instead, for the purposes described above, your personal information may be disclosed to clearly specified parties, in full compliance with the rules of law. In particular, these parties fall into the following categories:

- employees and collaborators of FOMAS INC as authorized information processing personnel; - Private or public authorities, both domestic and foreign, if they lawfully request the data.
- Administrative/accounting and legal consultants.
- affiliates belonging to FOMAS Group.

Parties falling into the above categories fulfil the function of "processor" or operate as totally autonomous and separate Controller.

### 5. Transfer outside USA

Your Personal Information may be stored, transferred to, and processed in any country where we have affiliates or in which we engage service providers. These countries may be outside the United States and may have different data protection laws than in the United States.

**Head Office & Works:**  
500 Wallace Way  
York, SC 29745  
USA

Phone: +1 803 684 3133  
Toll-free: +1 800 727 6333

usa@fomasgroup.com  
www.fomasgroup.com



## 6. Storage period

FOMAS INC maintains in its systems the personal information acquired for a period not exceeding the achievement of the purposes for which they are processed or to comply with specific regulatory or contractual obligations, including those imposed by the provisions in force in civil and tax matters. In any case it is understood that your data will be kept by FOMAS INC for a period not exceeding 10 (ten) years from the date of termination of the relationship.

## 7. Your rights

We inform you that you may exercise certain rights by applying to the Controller. These include:

### (a) Right to know about personal information collected:

You have the right to request that we disclose certain information to you about our collection and use of your Personal Information.

After we receive and confirm your request, we will disclose to you within the time required and not exceeding 30 days, the relevant information, which may include:

- The categories of Personal Information we collected about you.
- The categories of sources for the Personal Information we collected about you.
- Our business or commercial purpose for collecting or selling that Personal Information.
- The categories of third parties with whom we share that Personal Information.
- The specific pieces of Personal Information we collected about you (also called a data portability request).

### (b) Right to request deletion of personal information:

You have the right to request that we delete any of your Personal Information that we collected from you and retained, subject to certain exceptions, including if we need the Personal Information for a reason related to our business, such as:

- providing the Products to you.
- detecting and resolving issues related to security or functionality.
- complying with legal obligations.
- exercising free speech or ensuring another's exercise of free speech; or • using the information for internal purposes that you might reasonably expect.

After we receive and confirm your verifiable consumer request, we will delete your Personal Information from our records in a timely manner, except from any limitations or exceptions under law.

## 8. Contact details

Your personal information will be processed by FOMAS Inc., with registered office at 500 Wallace Way York, SC 29745 – USA.

Should you wish to obtain further information about the processing of your personal data, or to exercise the rights explained above, please contact us at the following e-mail address: [privacy@fomasgroup.com](mailto:privacy@fomasgroup.com) or [usa@fomasgroup.com](mailto:usa@fomasgroup.com).

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