



XIII INTERNATIONAL COURSE PDO EXPERTS

18-19-20 SETTEMBRE 2025



HOTEL BOOKING FORM

da inviare e-mail: reservationacadelift2025@gmail.com

PERSONAL DATA REQUIRED FOR HOTEL RESERVATIONS AND BILLING DETAILS

The invoice also for any cancellations will be issued and sent by IMPRONTA ACTION SRL:

NAME..... SURNAME.....

ADDRESS.....

Zip code..... CITY..... TEL..... FAX.....

NAME.....

(mandatory if existing)

C.F..... VAT number.....

PEC

(required to receive written confirmation)

RECIPIENT CODE

If you do not fill in even one field, you will not be able to proceed with the booking

I WOULD LIKE TO RESERVE

N°..... ROOM/ROOMS FOR SINGLE USE

N°..... ROOM/DOUBLE ROOM/ROOMS

NAME.....

SURNAME.....

ARRIVAL DATE

DEPARTURE DATE.....

HOTEL

RATES		
	DUS	DOUBLE/TWIN
Marriott Rome Park Hotels Conference Venue	180,00 € VAT included	200,00 €

Rates are PER NIGHT and INCLUDE breakfast and VAT. The tourist tax of € 7.50 (4 stars) per day per person - variable according to regional regulations - must be added to the total to be paid and is NOT INCLUDED IN THE RATE.

BOOKING FEES

I authorize to charge **€ 20.00 for management fees** (VAT 22% included), per room non-refundable in case of cancellation of the reservation. This amount will be calculated when your credit card is charged, or must be added to the total of the bank transfer.

PAYMENT METHODS



Advance payment for the entire stay is required. Payments can be made:

- BY VISA CREDIT CARD

☐☐

MASTERCARD

Card Number.....

CVV for Visa and Mastercard (last 3 digits on the back of the card above the signature strip)

Expiration...../..... Cardholder.....

Credit card postal address (Street - City - Zip Code)

Signature of the holder

- BY BANK TRANSFER TO: IMPRONTA ACTION S.r.l. - Banca BNL

COORDINATE BANCARIE: IBAN IT23A0100503218000000001228 | BIC/SWIFT: BNLIITRR

Indicate as reason: NAME SURNAME - ACADELIFT 2025

GENERAL CONDITIONS AND CANCELLATIONS FOR INDIVIDUAL BOOKINGS

Reservations are not accepted for the night of **19/09/2025** only, which must be combined with the previous or the following one.

For cancellations of bookings received before **15/06/2025**, no penalty will be applied with the exception of the booking fee.

For cancellations of bookings received from **16/06/2025** to **15/07/2025**, 50% of the amount paid will be retained.

For cancellations of bookings received from **16/07/2025**, the full amount paid will be retained.

Any partial cancellations of the confirmed stay will not be refunded.

FOR GROUPS AND SPONSORING COMPANIES

For reservations of groups and Sponsor companies, please contact the ACADELIFT 2025 organizing secretariat by email at

cristina.ferri@impronta.group

INFORMATION ON THE PROCESSING OF PERSONAL DATA

This information, provided pursuant to Article 13 of EU Regulation 2016/679 (hereinafter the "**Regulation**" or the "**GDPR**") and Legislative Decree No. 196/2003, as amended by Legislative Decree No. 101/2018 (hereinafter the "**Privacy Code**" and together with the Regulation the "**Privacy Legislation**"), is intended for participants in the Congress (hereinafter also the "**Data Subjects**") who provide their personal data to the company Impronta Action S.r.l. (hereinafter "**Impronta Action**" or the "**Data Controller**") in order to make a hotel reservation.

1. Data Controller

The Data Controller is **Impronta Action S.r.l.**, with registered office in Rome, Via Savona 2a, Tax Code and VAT number 11228661002.

The contact details of the Data Controller are as follows:

- Email address: reservationacadelif2025@gmail.com
- PEC address: improntaactionsrl@legalmail.it.

2. Categories of personal data processed

The personal data subject to processing are those provided by the Data Subject at the time of filling in the hotel booking form. By way of example and not exhaustively, the processing carried out by the Data Controller could therefore concern **common and personal data** (including, for example: name, surname), **so-called contact data** (including, for example: residential address, number

telephone number, postal code, fax number, certified email address, email address [\[ES1\]](#)), **bank data** (Iban code, card number, expiry date, holder name), **tax data** (VAT number, recipient code),

3. Purposes and legal bases of the processing

The personal data provided by the Data Subject will be processed to allow the Data Controller to manage the hotel reservation.

The legal bases for the processing of the personal data of the Data Subject indicated in letters a) and b) are (i) Article 6, paragraph 1, letter b) of the Regulation, as the processing is necessary for the performance of a contract to which the Data Subject is a party or the execution of pre-contractual measures adopted at the request of the same, (ii) Art. 6, par. 1, letter c), of the Regulation, as the processing is necessary to comply with a legal obligation to which the Data Controller is subject, as well as (iii) the legitimate interest of the data controller or third parties in the defence and exercise of rights;

The provision of personal data by the Data Subject for all the aforementioned purposes is necessary, and failure to provide it will make it impossible for the Data Controller to manage the hotel reservation request.

4. How long does personal data retention?

The personal data of the Data Subject will be kept for the time strictly necessary to achieve the purposes for which they were collected. In particular, the Data Controller will retain the personal data strictly necessary for the time necessary to manage the hotel reservation and until the fulfilment of all legal obligations and, in any case, until the expiry of the limitation periods of the related actions related to the relationship between the parties, taking care to adopt adequate security measures for the protection and storage of the data. At the end of this period, your personal data will be permanently deleted.



5. Recipients and place of processing

The personal data of the Data Subjects may be shared with the subjects defined by the Regulation as "**Recipients**", duly appointed by the Data Controller in charge of the processing or Data Processors, on the basis of the specific processing activities delegated, namely:

- employees of the Data Controller with an administrative role, duly appointed as persons in charge of the processing of personal data, or collaborators and/or consultants of the Data Controller, duly appointed as data processors who are committed to confidentiality or have an appropriate legal obligation of confidentiality;
- personnel of the Parent Company by virtue of specific *intercompany agreement*;
- companies, consultants or professionals who may be in charge of the installation, maintenance, updating and, in general, the management of the Data Controller's hardware and software or which the Data Controller uses for the provision of its products and/or services, even if necessary by appointing them as system administrators. In this regard, the personal data of the Data Subjects will be accessible to system administrators for the sole purpose of security checks;
- companies, consultants or professionals who assist the Data Controller in fulfilling specific legal obligations (such as, for example, lawyers);
- hotels, accommodation facilities and booking portals;

The personal data of the Data Subjects are processed in Italy or in countries that are part of the European Economic Area. More information can be requested from the Data Controller's contact details listed above.

6. Personal data of third parties

If the Data Subject believes that he or she must communicate personal data relating to third parties, he or she will be responsible for having provided the necessary information to said third parties and obtained any consents and, in the case of data relating to minors, for also having the legal right to communicate, thus relieving Impronta from any and all liability and burden towards such subjects.

7. Processing methods

The personal data of the Data Subjects may be processed in paper form and with the aid of electronic tools, in compliance with all appropriate measures to guarantee the security and confidentiality of the same, with access allowed only to authorized subjects, previously appointed as data processors or persons in charge of processing, who have followed specific training courses and are periodically updated on the Privacy Legislation and sensitized to respect and protection the dignity and confidentiality of the data processed in accordance with the laws in force.

8. The rights of the Data Subjects and how to exercise them

The Privacy Legislation recognises the right of each Data Subject to exercise the following rights: **i) the right to access** their personal data in accordance with the provisions of Article 15 of the Regulation; **(ii) the right to obtain the rectification or integration** of their personal data in accordance with the provisions of Article 16 of the Regulation; **(iii) the right to obtain the erasure** of their personal data, in accordance with the provisions of Article 17 of the Regulation (unless the processing of their personal data is necessary for **a.** the exercise of the right to freedom of expression and information; **b.** the fulfilment of a legal obligation that requires the processing provided for by European Union or Italian law or for the performance of a task carried out in the public interest or in the exercise of public authority vested in the Data Controller; **c.** reasons of public interest in the field of public health; **d.** archiving purposes in the public interest, scientific or historical research or for statistical purposes in accordance with Article 89(1) of the Regulation, insofar as the right to erasure is likely to render impossible or seriously jeopardise the achievement of the objectives of

such processing; **e.** the establishment, exercise or defence of a right in court by Impronta); **iv) the right to obtain the limitation of the processing** of their personal data, within the limits of the provisions of Article 18 of the Regulation; **(v) the right to the portability** of their personal data, and therefore the right to receive in a structured, commonly used and machine-readable format, the personal data concerning the Data Subject provided to the Data Controller and to transmit such personal data to another data controller, under the conditions set out in Article 20 of the Regulation; **(vi) the right to object** at any time, within the limits of the provisions of Article 21 of the Regulation, for reasons related to one's particular situation, to the processing of personal data concerning the Data Subject; **(vii) the right to revoke** any of the consents given at any time, without prejudice to the lawfulness of the processing carried out on the basis of said consent prior to its revocation pursuant to Article 7 of the Regulation.

Each Data Subject may at any time exercise his or her rights by sending:

- a registered letter with return receipt to the registered office of the Data Controller located in Rome, Via Savona 2a; or
- an e-mail to the following address: reservationacadelift2025@gmail.com; or
- a PEC to the following address: improntaactionsrl@legalmail.it.

In any case, the Data Subject always has the right to lodge a complaint with the Guarantor for the Protection of Personal Data, pursuant to art. 77 of the Regulation, or to contact the ordinary judicial authority, if they believe that the processing of their personal data is contrary to the legislation in force.

To consent to the processing and communications described in the policy:



Date.....

Signature.....

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