

**For the attention of the Director of the Uffizi Galleries
and of the Rights and Reproductions Department**

Applicant's name and surname: _____

Name of the firm/company/institution: _____

Address: _____

_____ Country: _____

Phone number: _____ E-mail: _____

THE UNDERSIGNED ASKS

the Director **for permission to use for commercial, sale, advertising and/or promotional purposes** the images of the following works of art. [The applicant should indicate their inventory number too. As regards the works of art housed at the GDSU (= Prints and Drawings Department of the Uffizi Gallery), it is absolutely necessary to indicate both their inventory number and their category].

- _____
- _____
- _____
- _____
- _____

Kind of items

postcards calendars posters brochures advertisements other products

Reason for the request _____

Number of items _____

Sale price of each item _____

Languages in which it will be edited _____

Request for worldwide reproduction rights YES NO

Kind of images IN COLOUR IN BLACK AND WHITE

Is the applicant already in possession of the pictures? YES NO

Payment Bank transfer Credit card

For an amount exceeding € 77.47, the sum of € 2.00 corresponding to the cost of the revenue stamp will be charged.

It is forbidden to copy or transfer to third parties the images and uses granted. No use other than that declared can be considered legitimate without the written permission of the Administration.

For the attention of the Director of the Uffizi Galleries and of the Rights and Reproductions Department

Information on the Processing of Personal Data

(Art. 13 of the 'European Data Protection Regulation' – GDPR)

The Data Controller of personal data is the Ministry of Culture.

Gallerie degli Uffizi (hereinafter also "Institute") as the entity through which the Ministry of Culture (MiC) exercises the functions of Personal Data Controller pursuant to Ministerial Decree no. 147 of 14 March 2019, wishes to inform you of the purposes and methods of the processing of your personal data and of the rights granted to you by Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on their free movement ("GDPR"), Legislative Decree No. 196 of 30 June 2003 - "Personal Data Protection Code" as amended by Legislative Decree No. 101 of 10 August 2018, as well as any further regulatory provisions applicable to the processing in question.

The data you provide will be processed for purposes related to the conduct of the proceedings.

The provision of data is necessary for the achievement of the above-mentioned purposes; any refusal to provide the requested data and/or its inaccuracy may make it impossible to fulfil the above-mentioned purposes.

The Institute guarantees that the personal data acquired through the procedure in question will be processed by manual, computerised and telematic means exclusively for the performance of institutional activities relating to this procedure and any ensuing administrative and jurisdictional proceedings (including those envisaged by Art. 22, Law 241/1990 on the right of access to administrative documentation) in such a way as to guarantee their security and confidentiality and, in any case, in compliance with current legislation.

The data may also be communicated to and/or processed by third parties (appointed Data Processors pursuant to Art. 28 of the Regulations), which the Institute may use for management and organisational requirements in relation to the activities envisaged in the subject matter of this procedure.

Without your express consent (ex art. 6 lett. b) and c) of the Regulation), the Data Controller or the person performing the functions of Data Controller may communicate your data for the purposes set out in art. 5 to supervisory bodies, judicial authorities and to all other subjects to whom communication is compulsory by law in relation to the fulfilment of the purposes in question.

The management and storage of personal data will take place on servers, located within the European Union, of Gallerie degli Uffizi. Currently the servers are located in Italy and the data will not be transferred outside the European Union.

It is in any case understood that Gallerie degli Uffizi, should it become necessary, will have the right to move the location of the servers within the European Union and/or to countries outside the EU. In this case, Gallerie degli Uffizi guarantees as of now that the transfer of data outside the EU will take place in compliance with articles 44 ff. of the Regulation and with the applicable legal provisions, stipulating, if necessary, agreements that guarantee an adequate level of protection.

The data subject may exercise the rights set out in Articles 15, 16, 17, 18, 19, 20, 21 of Regulation (EU) No. 679/2016.

Date _____

Signature _____