

STUDIO LEGALE E NOTARILE  
**VALSANGIACOMO**

Via Emilio Maraini 106 - 6942 Savosa(Svizzera)  
Casella postale n. 8139 - 6908 Massagno caselle (Svizzera)

avv. Roberto Valsangiacomo, notaio,  
avv. Andrea Valsangiacomo, notaio,  
iscritti al registro degli avvocati del Cantone Ticino,  
membri Ordine degli Avvocati del Cantone Ticino,  
Ordine dei Notai del Cantone Ticino,  
Federazione Svizzera degli Avvocati e Federazione Svizzera dei Notai

telefono +4191 9231320  
telefax +4191 9213505  
r.valsangiacomo@legalvals.ch  
a.valsangiacomo@legalvals.ch  
www.legalvals.ch  
CHE-108.156.592 IVA

## **DATA PROTECTION STATEMENT**

Effective September 1, 2023, Switzerland has enacted a new Federal Data Protection Act. Accordingly, the Firm has updated its Data Protection Statement, which outlines how we process collected personal data.

### **I. PRELIMINARY REMARKS.**

This Data Protection Statement (hereinafter referred to as "the Statement") serves either:

- (i) as an addendum to the mandate agreement entered separately between the client and the firm, in which case it is a unilateral communication from the Firm, lacking contractual value;
- (ii) as an independent provision, in which case it will take effect as set forth herein.

For all clients and third parties who engage with the Firm (e.g., visitors to [www.legalvals.ch](http://www.legalvals.ch)), this Statement is available online.

### **II. DATA PROTECTION DECLARATION.**

1. The Firm processes the collected data (hereinafter, "the Data"), which includes information directly or indirectly identifying natural persons providing them pursuant to a separate mandate agreement. The Firm assumes responsibility for data processing in accordance with this Statement.
2. Data are supplied by clients or third parties via mail, email, phone, fax, social media, or other similar communication methods to request legal services. This may include name, contact details, and role within the entity, organization, or individual for which or whom the client has contacted the Firm. During the mandate, the Firm also processes data gathered from correspondence with clients or third parties such as counter-parties, authorities, and courts. This may also include birth dates, employment details, income, marital status, and health conditions. The Firm additionally collects data from public registries or websites.
3. The primary purpose of the Firm's data processing activities is to deliver, document, and timely invoice requested legal services.
4. The Firm also uses contact data for marketing purposes via various channels to provide updates on laws, regulations, publications, events, new services, or other matters potentially of interest. However, data processing for advertising purposes is expressly excluded.

5. To achieve the intended purposes, the Firm may need to share data with distinct categories of recipients, including external service providers, other clients, counterparties, and their legal representatives, for coordinating the relevant legal services. Moreover, data might be disclosed to authorities and courts.
6. Data processing occurs within the Firm's sphere of responsibility in Switzerland, the European Union, and the European Economic Area. However, the Firm may also transfer the Data to other recipients that may process it in jurisdictions lacking a comparable level of data protection. In such cases, the Firm will transmit data based either on consent or specific contractual clauses. The same principle applies if data transfer is essential for contract execution or legal claims enforcement.
7. The Firm retains data for as long as required to fulfil the mandate, legal, or documentation periods, or while a predominant private or public interest exists. The Firm employs adequate and proportionate measures to protect the Data from loss, unauthorized changes, or illicit third-party access.
8. The Firm uses independent IT service providers or cloud services with servers exclusively located in Switzerland. However, some IT services and communication means may present data security risks, such as unencrypted email and video conferencing. If the client requests special security measures, it must do so expressly.
9. The Firm processes data based on a legitimate interest. Additional processing is indispensable for fulfilling contractual obligations towards the client and to comply with further legal obligations, including document retention requirements.
10. Individuals have the right to request information, rectification, deletion, limitation, or objection concerning their data, and may lodge complaints with a supervisory authority. They also have a right to data portability. These rights may be subject to legal exceptions, rendering some requests impermissible.
11. No formal consent from the client, third parties, or other affected individuals is required for this Statement's validity. This Statement serves solely as information about the nature, scope, and data processing. The Firm reserves the right to unilaterally amend the text at any time without prior notice.
12. Should the client, their collaborators, or other contacts have questions or wish to exercise their rights concerning their or third-party data, the Firm invites them to contact it via email at [studio@legalvals.ch](mailto:studio@legalvals.ch) or by mail at the Firm's address: Via Emilio Maraini 106 6942 Savosa (Switzerland) P.O. Box 8139 6908 Massagno (Switzerland).

This Declaration cancels and replaces, as of 1 September 2023, the date of entry into force of the new Federal Act on Data Protection (LPD, SR 235.1<sup>1</sup>), all similar documents concerning data protection published by Studio Legale Valsangiacomo.

Savosa, September 1, 2023

Roberto Valsangiacomo, Esq.

---

<sup>1</sup> [New Federal Act on Data Protection \(nFADP\) \(admin.ch\)](#)