



Privacy policy

"ByWay" indicates the service which is subject to these General Terms and Conditions. The service is provided by the company *ByWay srl* located in Italy, 39100 Bolzano, Macello Str. 63/F (hereinafter called *the company*), and offers digitalization and online document sharing between different users.

The protection of your personal data is of utmost concern for the company.

In these Terms and Conditions on Data and Document Protection we would like to inform you about the treatment of your personal data and how you can share this data with other "ByWay" users.

1. Basic Principles for "ByWay" for handling your Personal Data

The company strictly adheres to the following basic principles in the protection of your personal data:

- *The company* shall collect, process and use your personal data in accordance with the laws and statutes on data protection of Italy and of the European Union.
- *The company* shall use your personal data and documents only to provide you the online service you registered for.
- *The company* will never pass your personal data on to any third party, neither for advertising or marketing, nor to any other purpose.

2. Registration Data

In order to use the service "ByWay", *the company* needs to collect and process certain elements of your personal data in the course of the registration process. First of all, this consists of the following data:

- Username
- Password

Your password or username is not visible for any other "ByWay" user at any time. *The company* will never disclose or pass on your password or username to any third party.

Furthermore, you will need to fill in the following personal data in the course of the registration process (mandatory fields):

- First name;
- Surname;
- Address;
- VAT number or personal ID number.
- E-mail address;
- Phone number.



3. Data/document sharing with other users

The services provided by Byway offer you the possibility to digitize and manage your documents offline. Furthermore, you can share them online with other users.

Through these features, you can share your document with your trusted accountant and avoid delivering them by hand or by mail. Furthermore, you can be notified if the document has been processed by your trusted accountant.

4. Billing details

If you use any of the paid services provided by *the company*, it will collect and use your billing details such as your credit card or bank details for billing and payment purposes. If you chose credit card as your method of payment, the company will process your billing data along with any other details required for billing purposes (e.g. name and billing address). In such cases, the company will process your data in accordance with applicable Italian law. In order to process payments, your billing details are, in the required extent, sent to, collected and processed by service providers such as credit card companies. Your billing details are saved in order to process payments for eventual automatic user account extensions.

5. Under Age

Membership of "ByWay" is reserved to persons who have reached the legal age of 18. Parents and legal guardians are responsible for the protection of their children's privacy.

6. Changes to these Terms and Conditions on Data Protection

The company reserves the right to amend these Terms and Conditions on Data Protection, in case of gaps in these Terms and Conditions on Data Protection identified only after their release, or in case of additional or amended services provided by the company.

Bolzano, 01 January 2018