

Credit Card Authorization Form

Shred/Destroy on date

Guest Information:

Guest Name: _____

Company Name: _____

Phone Number: _____ Email Address: _____

Confirmation Number: leave blank Arrival Date: _____

Cardholder Information:

Cardholder Name (as it appears on the credit card) _____

Cardholder Billing Address: _____

City: _____ State: _____ Zip: _____

Country: _____ Daytime Phone Number: _____

Credit Card Type: American Express Visa MasterCard

Credit Card Number: _____ Exp. Date:(MM/YYYY): _____

Approved Charges:

- | | | |
|--|---|--|
| <input type="checkbox"/> All Charges | <input type="checkbox"/> Room &Tax | <input type="checkbox"/> Restaurant |
| <input type="checkbox"/> Room Service | <input type="checkbox"/> HS Internet | <input type="checkbox"/> Telephone Charges |
| <input type="checkbox"/> All Food & Beverage | <input type="checkbox"/> Transportation | <input type="checkbox"/> Other: See Comments |

Comments _____

I hereby authorize OPERADO DE HOTELES AZUL TALAVERA S.A de C.V (Hotel Rosewood Puebla) to collect payment for all charges as indicated in the Approved Charges section of this form by processing a charge to the credit card listed above. Charges may not exceed _____ (Coin) for the entire stay/event. MXN Pesos Dollars

Cardholder Signature: _____ Date: _____

If you have any doubts, please feel free to contact us at 52 222 122 2300



OPERADORA DE HOTELES AZUL TALAVERA SA DE CV (Hotel Rosewood Puebla) with address at Calle 8 Oriente 1012, Colonia el Alto, Puebla Puebla, Zip Code 72000, is Responsible of treatment your personal data. With your signature, you agree your personal and financial data provided be treated by the Responsible. Your financial data will be collected, stored and used by the Responsible in order to charge you according with your instructions.

ARCO RIGHTS

(Access, Rectification, Cancellation and Opposition to the Processing of Personal Data)

Please be advised that you have the right of:

Access: Know what personal data we hold about you, why we use it and conditions of use. Rectification: Right to request correction of your personal information if it is outdated, inaccurate or incomplete; Cancellation: Have your information deleted from our records or databases when you consider that it is not being used properly, and; Opposition to the use of your personal data for specific purposes.

To exercise any of the ARCO rights, you may file a written request through the following means:

1. To the Department of Personal Data of OPERADORA DE HOTELES AZUL TALAVERA SA DE CV directly in our address: Calle 8 Oriente 1012, Colonia el Alto, Puebla Puebla, Zip Code 72000.

With regards to the procedure and conditions to exercise your ARCO rights, we inform you that:

a) The data owner must prove his identity by exhibiting valid identification, in case of a person other than the data owner submit the ARCO rights request, must provide a proxy signed by the data owner, trustee and two witnesses, also credited their identity by valid identification. This information will not be collected by "Hotel Rosewood Puebla", it will only be collected by our Department of Personal Data

b) The data owner may exercise their ARCO rights filing a written request, aimed at **OPERADORA DE HOTELES AZUL TALAVERA SA DE CV**, containing complete holder name, address e-mail to notified the resolution, description and identification of which ARCO rights are intended to exercise. The data owner can also exercise ARCO rights through the ARCO formats for that purpose "Hotel Rosewood Puebla" would provide through the Department of Personal Data in the address of "Hotel Rosewood Puebla".

c) Not later than twenty days after the ARCO requested rights were filed, the Responsible will communicate the determination made, to the effect that, if appropriate, within fifteen days after the date on which the answer is communicated will be complied. When dealing with requests for access to personal data, the previous release shall prove the identity of the data owner or legal representative. The periods referred above may be extended once for an equal period.

d) The answer will be notified to the e-mail provided by the data owner or directly in the address of the Responsible after twenty days according with the option provided by the data owner. e) The information will be delivered printed or digitally as requested.

2. The address of the Responsible is located in Calle 8 Oriente 1012, Colonia el Alto, Puebla Puebla, Zip Code 72000. More information about this procedure, the applicable Law or any question regarded to data privacy, would be available in the mentioned address or via email at phone (01) (222)12223 00.

The exercise of ARCO rights cannot be performed by e-mail, since the Department of Personal Data must verify the identity of the data owner. "Hotel Rosewood Puebla" could provide you through e-mail all the information that may be requested regarding this privacy notice, the follow-up to the ARCO requests, withdrawal of consent and limiting the use and disclosure of your personal information.

You can revoke your given consent to treat your personal information or limit its use or disclosure. However, it is important to note that, in some cases, will be irrelevant the request because there are legal obligations that need to be comply before the Responsible can cancel your personal data. You also have to consider that for some purposes, the revocation of consent will mean that service delivery is impossible and results in the conclusion of your agreement with "Hotel Rosewood Puebla".

For information on the requirements to revoke your consent or restrict the use or disclosure of personal data, or information about the procedure:

- Phone number : (01) (222)12223 00

- Address: Calle 8 Oriente 1012, Colonia el Alto, Puebla Puebla, Zip Code 72000.

CHANGES AND MODIFICATIONS TO PRIVACY NOTICE

This privacy notice may be changed or updated resulting from new legislative requirements, new projects or to comply with our privacy practices.

In case of changes or modifications to the privacy notice will be available through our Department of Data Protection.

Please note that you can address the Federal Institute for Access to Information and Data Protection if you think your right to data protection has been compromised. "Hotel Rosewood Puebla" has implemented security policies and privacy in accordance with the obligations contained in the Federal Data Protection Law.