



# REFUGIO 33

*Modern Mexican Living*

## NOTICE OF PRIVACY

According to article 16 of the FEDERAL LAW OF PROTECTION OF PERSONAL DATA IN POSSESSION OF INDIVIDUALS.

### **Our information**

Inmobiliaria Alfa de Querétaro SA de CV, (hereinafter referred to as "Inmobiliaria Alfa") is responsible for the database that contains your personal data, it is a company incorporated in accordance with the laws of the United Mexican States with address at Av. Tecnológico sur # 118, interior # 105, Col. San Ángel, Querétaro, Qro., 76030. Your personal data is in the custody of our sales department.

### **What information do we collect?**

Among the personal data that Inmobiliaria Alfa may request are: Full name, email, address, telephone, mobile, signature, date of birth, nationality, RFC, occupation, among others.

### **What do we use your information for?**

The data you provide will be used for the activities that arise from meeting your requests and / or providing or receiving any service from you.

The provision, management, administration and expansion of the services provided by Inmobiliaria Alfa.

The negotiation, initiation, fulfillment, maintenance and termination of the legal relationship between Inmobiliaria Alfa and the user (Client, Suppliers, administrative staff, employees, etc.).

The improvement of the services provided by Inmobiliaria Alfa. Granting users access to the Inmobiliaria Alfa Website and / or system.

The elaboration and analysis of statistics and historical information.

The preparation and analysis of market studies.

Delivery of informative circulars and other documents related to the services and products we offer.

Delivery of notifications, requirements, letters or attention to your requests related to the services and products we provide.

The prevention or complaint in the commission of illegal acts or deeds.



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Send you, on behalf of Inmobiliaria Alfa, information about products and / or services that may interest you.

## **Who knows this information?**

Inmobiliaria Alfa, to fulfill the purpose (s) previously described (s), may communicate the information collected from you to third parties. Banking Institutions, Notaries and related providers, by virtue of the processing of payments, deeds and credit applications. To people related to Inmobiliaria Alfa for the purposes of verification, review and certification in fiscal and administrative matters. To suppliers that assist Inmobiliaria Alfa for the effective fulfillment of the services and products provided. To third parties to comply with applicable legislation and / or judicial or administrative decisions. To the competent authority when required. To third parties to protect the provision of Services, security, rights and / or interests of you, the staff, clients and / or suppliers of Inmobiliaria Alfa. To national and international regulatory institutions for housing development services, construction and everything related to services and / or products related to Inmobiliaria Alfa.

## **Revocation of consent**

In the event that your personal data is used for any activity not necessary for the provision of the service, you may carry out the revocation of your consent at any time. To carry out the revocation it will be necessary for you to request it before the privacy officer of Inmobiliaria Alfa by sending an email to the account: [contacto@alfaqr.com](mailto:contacto@alfaqr.com)

## **Exercise of rights**

From July 2012 you will be able to exercise any of your rights: access, rectification, cancellation or opposition; directing a request to the privacy officer.

## **Changes to the notice and / or Policy**

Any substantial or total change made to the Privacy Notice and / or Personal Data Protection Policy will be communicated by Inmobiliaria Alfa through our page [www.refugio33.com.mx](http://www.refugio33.com.mx) or by email to the address that for such purposes, Inmobiliaria Alfa keep registered.