# **Data Protection**

As a result of browsing the website and completing the web forms, the user accepts that the personal data that they have provided, or which may be provided in the future through this service, is subject to being processed in the personal data files of event organisers, including the collection of access details and the use of cookies and functions provided by third parties.

#### Data controller

- HOTUSA GROUP (www.grupohotusa.com) including HOTELES TURISTICOS UNIDOS SA, CIF A08452567, HOTUSA HOTELS SA, CIF A60156502 and EUROSTARS HOTEL COMPANY SL, CIF B64930910
- CBRE REAL ESTATE, S.A. (<u>www.cbre.es</u>), CIF A28339471, registered at Paseo de la Castellana 202, 8<sup>th</sup> Floor, P.C. 28046, Madrid

Contact: info@spanishhostin.com; spain.gdpr@cbre.com

#### Purpose of data processing, legal basis and information recipients

The data is used to:

- Allow the website to function and to provide access to areas intended for registered users.
- Register and deal with requests made by users through the web forms to register for the Spanish Host-In investment forum (contact, etc.).
- Pre-register the attendee in the Spanish Host-In APP and (if you consents to it) show their name, surname, company and position to the rest of the attendees, so that they can arrange meetings (this data will be shown to other registered users)
- Send commercial communications on behalf of HOTUSA and CBRE about their respective products and services, similar to those that you have contracted previously (Spanish Host-In investment forum).
- Send commercial communications about events, promotions, prize draws, and other commercial communications about HOTUSA and CBRE products, services and content.
- Prepare web analyses and statistics.
- Include functions provided by third parties (Google Maps, etc.).

Web browsing and access to areas for registered users

- Purpose: the necessary data is processed to provide online services, including registering IP addresses, visited pages and access data, as well as information about the user terminal. The data is also processed for security and web improvement purposes.
- Legitimacy: data processing is necessary to provide online services; consent, given through using the website.
- Recipients and transfers: HOTUSA companies and establishments.

The submission of all data required to register as a user is compulsory unless otherwise specified on the registration form; HOTUSA and CBRE may reject the registration of the interested party if this data is not provided.

Using the web forms to register for the Event

- Purpose: to deal with requests made via the web forms and manage the registration of attendees and the organisation of the event.
- Legitimacy: on the basis of the pre-contractual or contractual relationship and legitimate interest.
- Recipients and transfers: Service providers and third-party companies when necessary, so that HOTUSA and CBRE REAL ESTATE can fulfil, develop, manage and implement the contractual relationship established between you and them.

Sending commercial communications on behalf of HOTUSA and CBRE about products or services similar to those contracted

- Purpose: To send commercial communications on behalf of HOTUSA and CBRE about their respective products and services, similar to those that you have previously contracted.
- Legitimacy: Legitimate interest resulting from a previous contractual relationship.
- Recipients and transfers: Service providers and third-party companies when necessary, so that HOTUSA and CBRE REAL ESTATE can fulfil, develop, manage and implement the contractual relationship established between you and them.

#### Sending HOTUSA and CBRE commercial communications

- Purpose: To send commercial communications about events, promotions, prize draws, and other commercial communications about HOTUSA and CBRE products, services and content.
- Legitimacy: Consent.
- Recipients and transfers: Service providers and third-party companies when necessary, so that HOTUSA and CBRE REAL ESTATE can fulfil, develop, manage and implement the contractual relationship established between you and them.

#### Web Analytics

- Purpose: to know how the website is searched for, accessed and used by the public. It may involve the collection of personal data such as IP address, connection location, information about browsing software or hardware, etc.
- Legitimacy: consent, given by using the website.
- Recipients and transfers: HOTUSA companies and establishments.

## Functions provided by third parties

- Purpose: to include functions provided by third parties, such as maps, analytics, social media buttons, widgets, etc.
- Legitimacy: consent, given by using the website.
- Recipients and transfers: Third-party functions establish a direct link between the user's browser and third-party Internet domains, allowing the download and execution of the function, including from pages outside the European Economic Area.

This website includes Google Inc. functions, such as Google Analytics and Google Maps. By using this website, the user authorises the processing of their data by

Google, in accordance with the provisions of its privacy policy: https://policies.google.com/privacy

## Data veracity

The user must fill in the forms with true, exact, complete and up-to-date data. The user must not enter the details of another person; HOTUSA and CBRE with assume that the data has been provided by the data subject. The user will be solely responsible for any direct or indirect damage or loss which could occur to any person as a result of completing the form with data relating to somebody else

## Rights of access, rectification, erasure, opposition and others

The data subject has the right to access, rectify, and erase the data that concerns them at any time, as well as opposing the processing of their data, according to the terms set out in the data protection legislation. They also have the right to request: the portability of their data, the revocation of the consent given when applicable, and the limitation of data processing.

The data subject can exercise these rights by writing to HOTUSA (reference: DATA PROTECTION) C/MALLORCA 351 08013 Barcelona (Spain), as well as to CBRE REAL ESTATE S,A, by emailing spain.gdpr@cbre.com, or by writing to Paseo de la Castellana 202, 8<sup>th</sup> floor, Madrid; this communication must include a signed request specifying the requested action and a photocopy of their ID card or passport.

The data subject can also oppose to receiving commercial emails; all they have to do is send an email request from the email address that they wish to deregister, to <a href="mailto:info@spanishhostin.com">info@spanishhostin.com</a> or spain.gdpr@cbre.com.

If the data subject thinks that the processing of their data violates the data protection legislation, they can lodge a complaint to the data protection supervisory authorities.

#### Data protection officer

For any queries relating to the processing of data by HOTUSA or CBRE, the interested party can get in touch with the data protection office by writing to:

HOTUSA Data Protection Officer . C/ Mallorca 351, 08013 Barcelona, Spain.

To the CBRE REAL ESTATE Data Protection Department: spain.gdpr@cbre.com

#### **Minors**

The use of SPANISH HOST-IN web services by under 18s is prohibited.

# Data recipients and international data transfers

The user is informed that, in order to contract the products and services offered, it will be necessary for HOTUSA and CBRE to communicate the user's personal data to the product and service providers, or event organisers.

It is informed of the possibility of sharing your business data with other users registered if you wish.

In relation to HOTUSA GROUP, companies include, among others, CITADEL SL, DIANA HOTELERA SA, EUROSTARS HOTEL COMPANY SL, EXE HOTELS SL,

FAMILIA HOTELS SL, HOTELES TURISTICOS UNIDOS SA, HOTELIUS SL, HOTUSA HOTELS SA, IGM WEB SL, KEYTEL SA, MUCHOHOTEL SA, RESTEL SA, ROOMLEADER SL, ROOMTRADE SL, ROSEUS HOTELS SL.

## Cookies policy

A cookie is a small text file which stores useful information on your computer's hard drive. Every time you visit this website, our server will recognise the cookie and will provide us with information about your last visit.

On this website, the following cookies are used:

- First-Party Cookies: cookies which are strictly necessary to provide certain services that are expressly requested by the user: if these cookies are deactivated, you won't be able to properly receive our content and services.
- Third-Party Cookies: these cookies are installed by a website, which is not the one that you are visiting at that moment, by the action of a third party, for example, the advertiser of a banner which is on the website that you are visiting, or a "Like" button from a social media site which is on a website that you are visiting, and is being tracked by that social network.
- Analytical cookies: these are cookies which gather statistical data on the activity of the website (Google Analytics).
- Social cookies: these are necessary for external social networks (Facebook, Google+ and Twitter). Their function is to manage the interaction with social widgets within the page. This type of cookie is used in the "facebook.com", "google.com" and "twitter.com" domains.
- Affiliate cookies: these are cookies which monitor the visits coming from other websites, with which we have an affiliate contract (Trivago).

Deactivating cookies: the user can choose to deactivate the cookies that they do not want to function on this website. Below, you will find information on how to configure them in your respective browser.

- Chrome: https://support.google.com/chrome/answer/95647?hl=es
- Firefox: https://support.mozilla.org/es/kb/habilitar-y-deshabilitar-cookies-sitios-web-rastrear-preferencias
- Internet Explorer: https://support.microsoft.com/es-es/help/17442/windows-internet-explorer-delete-manage-cookies
- Microsoft Edge: https://privacy.microsoft.com/es-ES/windows-10-microsoft-edge-and-privacy
- Opera: http://www.opera.com/es/help
- Safari:

https://support.apple.com/kb/PH17191?viewlocale=es\_ES&locale=es\_ES (MAC) https://support.apple.com/es-es/HT201265 (IOS)