

## APPLICATION FORM FOR "ARCO'S" RIGHT EXERCISE

INNOVACIÓN Y ADMINISTRACIÓN DE T.I.S. DE R.L. DE C.V. domiciled at **Acceso III, 1 BIS, Zona Industrial Benito Juárez, C.P. 76120, QUERETARO, QRO.**, wants to make you know according to what has been established by Chapter IV of the ***Federal Law of Personal Data Protection in Individuals Possession***, you have the right to exercise at any time, your rights to access, rectification, cancelation and opposition of your personal data directly regarding the Company. (ARCO'S RIGHTS)

Likewise, we inform that in order to exercise any of your ARCO'S Rights , it is necessary that the applicant shall be the Data Holder, or, a legal representative, son in both cases shall accredited with written evidence the character being hold.

Now, there is a list of each one of ARCO'S Rights with its definition requiring rom you to mark with an "X" where it corresponds, the right to be exercised.

	ACCESS RIGHT. - Holder's right to require the Company inform him if its databases counts with any information regarding his personal data.
	RECTIFICATION RIGHT. - Holder's right to require the Company to correct the personal data it has in its databases, when these are incorrect, imprecised, incomplete or out of date. <i>A simple copy of the document justifying the rectification shall be provided.</i>
	CANCELLATION RIGHT. - Holder's right to require the Company the cancellation of his personal data in its databases. <i>Data required to be cancelled shall be specified.</i> This right shall be submitted to what is provided by Article 140 from the General Law of Mutual Insurance Institutions and Companies.
	OPPOSITION RIGHT. - Holder's right to require the Company that posse sses his data in its databases, to abstain from processing his data in certain situations. <i>He shall specify the reasons for which he opposes to the processing.</i>

Describe in a clear and precise way the personal data regarding any of the before mentioned rights that sought to be exercised

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Please, point out the means through which you answer:

Phone  E-mail  Fax  Domicile Notice

NAME: \_\_\_\_\_

DOMICILE: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

APPLICATION PLACE AN DATE: \_\_\_\_\_