# REQUEST TO EXERCISE RIGHTS OF ACCESS, RECTIFICATION, CANCELLATION, AND OBJECTION (ARCO RIGHTS)

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| **DATA** |
| **Date** |  |
| **Name of Owner of the information** |  |
| **Birthdate** |  |
| **Address** |  |
| **Phone number** |  |
| **Email address** |  |
| **Means to respond (MANDATORY):** |  |

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| RIGHT YOU REQUEST EXERCISE ON YOUR PERSONAL DATA |  | **DESCRIPTION OF REQUEST***Describe the procedure to be made as specific as possible, and in case of rectification, mention the data to correct, indicating how it appears and how it should appear.* |
| **ACCESS** | **\_\_\_\_** |  |  |
| **RECTIFICATION** | **\_\_\_\_** |  |
| **CANCELLATION** | **\_\_\_\_** |  |
| **OBJECTION** | **\_\_\_\_** |  |

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# Name and signature of the Owner

# REQUIREMENTS:

1. Copy of the Owner´s Official ID. (Valid voting card issued by the National Electoral Institute, in Spanish “Instituto Nacional Electoral” (INE), Passport issued by the Mexican Secretariat of Foreign Affairs, in Spanish “Secretaría de Relaciones Exteriores” (SRE); Immigration document (FM2 o FM3) complete; or Professional license.)
2. In the case of Rectification Rights, the letter must indicate the data to be corrected, mentioning how they currently appear and how they should appear. This procedure must be accompanied by a copy of the official document that supports the new information.
3. Suppose the procedure is through a Legal Representative, in addition to the identification of the Owner of the information. In that case, it should be enclosed an official ID of the Legal Representative and the proxy letter (with two witnesses) or a power of attorney duly granted before Notary Public.

# HELP

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| **A** | ccess | Right to obtain your personal data and information regarding the conditions and treatment overview. |
| **R** | ectification | Right the Owner has to request that a change or correction be made to the information that GRUPO SEMPER has on him. |
| **C** | ancellation | Right the Owner has to request his information in power of GRUPO SEMPER to be removed from databases, which implies a cessation of the processing of your data for its future suppression. |
| **O** | bjection | Right the Owner has to request that his data will not be used for any of the specific activities in the Privacy Policy (or any particular activity). |

*GRUPO SEMPER= “GRUPO SEMPER, S.A.P.I. DE C.V.”*

**Visit our Privacy Policy at**

<https://www.grupo-semper.com>

*This REQUEST TO EXERCISE RIGHTS OF ACCESS, RECTIFICATION, CANCELLATION, AND OBJECTION (ARCO RIGHTS) in English is only for informational purposes has been prepared solely for the convenience of non-Spanish speaking interested parties. At all times, it will be used and based according to the applicable Mexican legislation.*