

## **PRIVACY NOTICE SUPPLIERS**

### **A. Identity of the Controller**

The data controller responsible for your information is Grupo Posadas, S.A.B. de CV and its affiliates and / or subsidiaries (collectively, as Posadas), 1015 Prolongación Paseo de la Reforma, 9th Floor, Col. Santa Fe de Cuajimalpa, Alcaldía Cuajimalpa, CP 05348, Mexico City, is a company committed to protecting your privacy. Our Data Protection Officer is the Compliance Area, you can contact him online at the email: [datos.personales@posadas.com](mailto:datos.personales@posadas.com)

### **B. Personal Data**

This Privacy Policy describes how and when we collect and use your personal information: when you provide the information to Posadas directly:

1. **Identification:** name(s), lastname(s), telephone number(s), marital status, email address, age, date of birth, nationality, gender, RFC or ID number and occupation. Preferences related to the lodging service and/or travel needs.
2. **Current location:** home address, tax address
3. **Authentication:** username and password, autograph and electronic signature and official IDs.
4. **Patrimonial:** Account statements

### **C. Sensitive Personal Data**

Sensitive personal data are those personal data that affect the most intimate sphere of the owner, or whose improper use may give rise to discrimination or entail a serious risk for it. In particular, those that may reveal aspects such as racial or ethnic origin, present and future health status, genetic information, religious, philosophical and moral beliefs, union affiliation, political opinions, sexual preferences, are considered sensitive. Posadas does not collect sensitive personal data, in case you require a specific service or product for which you provide this data, Posadas will use it only to provide said service and meet your specific needs.

In case of health emergency (s), Posadas, in terms of the applicable regulations, will collect data related to your state of health with the sole purpose of achieving the health protection of you and the other people who are in the hotel or in any property managed by Posadas, information that will only be kept for the time necessary to fulfill this purpose.

### **D. Purposes of the data processing**

Purposes that give rise to the legal relationship and are necessary for the provision of the service:

Posadas will use the personal information provided by you in order to verify if you meet the necessary requirements to be a supplier, to know their resources, operational and service capacity and experience in the market.

Posadas may use the personal information provided by you to inform you of new requirements in the products or services provided by you.

### **E. Options to limit the Use or Disclosure of Personal Data**

At any time you may request that your personal information not be used for purposes other than those purposes that are legally required for Posadas to provide you with a service. You must submit this request by email at [datos.personales@posadas.com](mailto:datos.personales@posadas.com).

### **F. Rights of Data Owners**

You are able to exercise your rights of access, rectification, cancellation and objection to the information you provided to Posadas, under Federal Law on Protection of Personal Data Held by Private Parties. You may do so by delivering the request on the following address: 1015 Prolongación Paseo de la Reforma, 9th Floor, Col. Santa Fe de Cuajimalpa, Alcaldía Cuajimalpa, CP 05348, Mexico City or by email at: [datos.personales@posadas.com](mailto:datos.personales@posadas.com).

Any such requests must include at least the following items: (i) The data owner's name and address or other means to notify him of the response to this request; (ii) Documents establishing the identity or, where appropriate, legal representation of the data owner; (iii) A clear and precise description of the personal data with regard to which the data owner seeks to exercise any of the abovementioned rights; (iv) Any other item or document that facilitates locating the personal data. If the request is missing any of these requirements, the Department of Personal Data may respond within 5 days of your request and ask that you provide the required information or documents. In this event, you will have 10 days to submit the needed information or documents. If you do not respond with the missing items in that timeframe, no further action will be taken and no changes will be made to your personal data or their usage.

The terms of attention, unless the applicable regulations indicate otherwise, will be a maximum of 20 days from the date the request is received to communicate the determination adopted, so that, if appropriate, make it effective within the 15 days following the issuance of the response. The aforementioned terms may be extended only once for an equal period, as long as the circumstances of the case justify it.

In order to protect your confidentiality, Posadas will send the response to your request to the email you have provided for this purpose and will keep it available to the applicant at the address indicated in the previous paragraph.

You may also request information about the conditions and general details of the processing of your personal data by contacting the email address provided above.

### **G. Of the Revocation of the Consent for the Use of your Personal Data.**

You can revoke the consent you have given us for the processing of your personal data. It is important that you bear in mind that not in all cases Posadas will be able to respond to your request or conclude immediately, since it is possible that due to some legal obligation it is required to continue treating your personal data. Likewise, you should consider that, for certain purposes, the revocation of your consent will imply that we cannot continue to provide the service you requested, or the conclusion of your relationship with Posadas.

To revoke your consent, you must submit your request in writing to the Personal Data Compliance Area at the following address: Av. Prolongación Paseo de la Reforma 1015, Torre A Piso 9, Col. Santa Fe de Cuajimalpa, Cuajimalpa, 05348, Mexico City; from 9a.m. to 2p.m. from Monday to Friday, or to the email [datos.personales@posadas.com](mailto:datos.personales@posadas.com).

The processing of such request and the attention of the same will be carried out in accordance with the provisions of Subsection E, above.

### **H. Control and Security of Personal Data**

Posadas agrees to take necessary precautions to protect the data it has collected, utilizing security technologies and procedures to restrict access, use, or disclosure of personal data without consent. For example, the personal data you provide will be stored on computer servers in secure data centers with restricted access.

However, no security system or data transmission devices over which Posadas does not retain absolute control or is dependent on the Internet can be guaranteed to be totally secure.

**A. Image Usage**

Posadas will be able to make recordings or take photographs for security and quality purposes in the service.

The capture of your's image will be used by Posadas as a control and security measure, prevention of illicit acts in general, and especially with respect to the property, its contents and the people who are in it.

**I. Transfer of Personal Data**

Posadas only transfers personal data in the cases established in the article 37 of the Federal Law on Protection of Personal Data Held by Private Parties.

**J. Period of conservation of personal data.**

Your personal data will be kept as long as the legal relationship with you is maintained, until it is satisfactorily concluded, and you do not exercise your right of deletion or until you revoke your consent. In any case, the period of conservation of personal data will be restricted to the minimum necessary, so that they will only be kept as long as the purpose for which they have been collected is maintained. When its conservation is no longer necessary, Posadas will keep any data that may be necessary during the legally established deadlines to attend to any question related to its treatment or the legal relationship originated with you. After the legal deadlines, the personal data will be deleted adopting the appropriate security measures that guarantee their total destruction.

**A. Changes to this Privacy Notice.**

Posadas may update this privacy notice at any time. In the event that substantial changes occur to this notice, we will communicate it through our internet pages indicated in subsection A of this Privacy Notice. Therefore, we suggest you visit this privacy notice periodically to be aware of any updates.

I acknowledge and accept the terms and conditions established in this Privacy Notice, and otherwise I will communicate it to Posadas in terms of what is indicated in subsections E, F and G. of this Privacy Notice.

In case of any grievance or complaint about the treatment of your personal data, in addition to contacting the responsible party in accordance with this notice, you can contact the National Institute of Transparency, Access Information and Protection of Personal Data in Mexico, or to the competent authority in the event that a regulation different from the Mexican is applied.

**Last update: May 27, 2025.**