



## Notice of Privacy

Bolco in response to the Federal Law on Protection of Personal Data held by individuals, the company Agustin Torres Sebastian, Rabaul residing at No. 525 Col. Santa Maria Maninalco Azcapotzalco, Mexico City CP 02050, is responsible for the use and protection of personal data and inform you about the following:

### **For what purpose we collect and use your personal data?**

The personal data we collect from you we will use for business purposes such as:

Provide the services and / or products sold to the owner.  
Respond to your requests for information, care and service.  
Assess the quality of products manufactured to the holder.  
Record keeping and record of the contractual relationship for monitoring future agreements with the owner.  
Financial management, billing and collection.  
To comply with the obligations and commitments we have made with you

In addition, your personal data may be used for:

Offer new products and / or services tailored to their interests and needs. Administrative activities.

### **What personal information we get and where?**

For the purposes outlined above we may collect your personal data in different ways:

When you visit our website.  
By phone or email.  
When you provide them to us personally.  
When we get information through other publicly available sources that are permitted by law (or work telephone directories, websites, etc.)

### **We collect personal data**

Contact information (Name, Email, Address, Telephone, Mobile), Tax Information (RFC, billing address).

### **Access, modify, cancel or oppose the use and processing of personal data (ARCO rights) or revoke your consent to treat your data**

To exercise your rights ARCO (access, rectification, cancellation and opposition), please contact to Bolco, S.A. de C.V. Rabaul residing at No. 525 Col Saint Maria Maninalco, Azcapotzalco, Mexico City CP 02050, Monday through from 9:00 to 13:00 hrs. and from 15:00 to 17:00, or email [servicioalcliente@bolcomex.mx](mailto:servicioalcliente@bolcomex.mx)



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The ARCO application must contain and monitor according with act claim on its article 29.6. It will be resolved within a period not exceeding 24 hours, either personally or by email.

However, it is important to note that not all cases can fulfill your request or terminate the use immediately, since it is possible that for some legal obligation to keep trying we require your personal data. Also, you should consider that for certain purposes, revoking their consent may imply the commercial conclusion of their relationship with us.

How We Protect Personal Data:

In compliance with current regulations, once you submit your Personal Data, we declare that these will be preserved during the current period of the business relationship.

Personal data will be protected administratively, technical and to avoid physical loss, misuse or unauthorized access, modification or destruction of personal data you have provided us.

We ensure their safety, privacy and respect for their data and information in line with limitations that Internet provides us, we can be attacked by users who cybercrime.

Modifications to the privacy notice

We reserve the right to make changes at any time or update this Privacy Notice for the attention of new legislation, internal policies or new requirements for providing or offering our services or products. These changes will be available at the request of the holder, which we will announce them through posters printed formats in our facilities, email or phone call.