

We, at **Hotel Epik**, are committed to protecting the Personal Information and privacy of each of our members and current or prospective customers (hereinafter the “**Member**”, the “**Customer**” or “**you**”). For the purposes of this Policy, the term “Customer” includes the “Member” and also refers to persons who visit our website [epikmontreal.com](http://epikmontreal.com), sign up for our email communications, participate in any of our programs, in our promotions or contests, request information, correspond or communicate with us.

The application of this Privacy Policy is governed by the requirements of the *Act respecting the protection of personal information in the private sector*, the regulations adopted thereunder and all other applicable legislative provisions and regulations.

Hotel Epik has developed and implemented various directives, procedures and practices for the effective application of this Policy, including:

- procedures intended to protect Personal Information and ensure compliance with this Policy;
- procedures for receiving and handling requests for information and complaints;
- training provided to employees with respect to the protection of Personal Information;
- appointment of a person in charge of the protection of personal information who is responsible for ensuring compliance with this Policy and the procedures and directives deriving from it.

Hotel Epik generally collects, uses, processes, and retains Personal Information to manage and carry out its activities and its mission, to ensure the provision of goods and services required, to administer its programs, as well as for the following objectives or purposes:

- to process information related to your purchases and requests for services and to process their payments;
- to communicate with you, respond to your questions, requests for advice, comments or complaints;
- to send you communications, offers on our products and services, and our Newsletter;

- to verify the identity of Members and Customers, when required or desirable for transactional purposes so as to reduce fraud or errors in transaction processing.

## **Access, verification, correction and deletion of Personal Information in our possession**

Insofar Hotel Epik retains Personal Information about you, you have the right to: (i) verify the Personal Information that Hotel Epik holds about you; (ii) request that your Personal Information be corrected or updated; and (iii) withdraw your consent to the use by Hotel Epik of your Personal Information and have your Personal Information deleted from our records. If you wish to know what Personal Information Hotel Epik holds about you and verify it, correct it, or have it fully and definitely deleted from our records, please contact our Privacy Officer using the contact information provided below.

## **Person in charge of the protection of personal information**

Hotel Epik's person in charge of the protection of personal information is responsible for answering privacy-related questions, informing members about our privacy practices, and creating, supervising, and implementing a privacy management program and policies and procedures to protect personal information.

For questions about our Privacy Policy or how Hotel Epik collects, uses, transmits, and protects your personal information, contact the person in charge of the protection of personal information using the following information.

E-mail: confidentialite (a) epikcollection.com

Phone: (514) 844-3510