



CRGAR

COSTA RICA GLOBAL ASSOCIATION
OF REAL ESTATE

PERSONAL DATA PROCESSING AND PROTECTION



CRGAR.NET



+506 8847 2709

Building Industry

The Stage that Shapes Costa Rica Real Estate Industry

PERSONAL DATA PROCESSING AND PROTECTION AGREEMENT

COSTA RICA GLOBAL ASSOCIATION OF REAL ESTATE -CRGAR.

1. PURPOSE:

Between CRGAR – Costa Rica Global Association of Real Estate, legal entity identification number 3-002-275407, hereinafter referred to as "CRGAR," and the applicant whose information appears at the end of this document, hereinafter referred to as "THE DATA SUBJECT," we enter into this Personal Data Processing and Protection Agreement.

This document governs the collection, storage, processing, use, protection, and potential transfer of personal data provided by THE DATA SUBJECT to CRGAR as part of registration processes, participation in courses, certifications, educational programs, events, memberships, institutional activities, professional services, and any other initiatives developed by the organization.

2. INFORMED CONSENT:

THE DATA SUBJECT grants free, informed, specific, and unequivocal consent for CRGAR to collect, store, use, and process personal data in accordance with Law No. 8968, the Personal Data Protection Law of Costa Rica, and its regulations.

This consent may include information related to:

- General personal information
- Contact information
- Professional and employment information
- Information related to memberships, certifications, and participation in activities organized by CRGAR
- Any other information voluntarily provided by THE DATA SUBJECT in connection with CRGAR services or activities

3. PURPOSE OF DATA PROCESSING:

The personal data collected may be used to:

- Manage registrations for courses, training programs, certifications, and educational programs
- Administer memberships, institutional benefits, and services offered by CRGAR
- Issue certificates, confirmations, accreditations, and documentation related to participation
- Manage in-person, virtual, and hybrid events organized or promoted by CRGAR
- Conduct administrative, accounting, financial, and invoicing processes
- Maintain internal records and institutional databases
- Send institutional communications, newsletters, invitations, educational opportunities, and updates related to CRGAR activities
- Comply with legal, regulatory, and statutory obligations
- Develop educational programs, certifications, training activities, professional events, and other initiatives intended to strengthen the real estate industry in Costa Rica

THE DATA SUBJECT authorizes CRGAR to send institutional, educational, administrative, and promotional communications related to the organization's activities through email, digital platforms, instant messaging, mobile applications, professional networks, and any other communication channels deemed appropriate to fulfill its institutional purposes.

4. USE OF AND ACCESS TO INFORMATION:

CRGAR may process information through internal systems, technological platforms, and authorized service providers necessary for administrative, educational, financial, operational, and institutional communication management.

To fulfill its institutional purposes, CRGAR may utilize technological platforms for communication, administrative management, virtual education, secure information storage, and related services, including email, member management systems, training platforms, videoconferencing services, institutional messaging systems, and digital collaboration tools.

Information may only be used by authorized personnel or third parties acting on behalf of CRGAR within the scope of their duties and responsibilities.

Information may also be shared when necessary for:

- Compliance with legal or regulatory obligations
- Requests from competent administrative or judicial authorities
- The provision of services related to CRGAR institutional activities
- Operational processes associated with educational programs, certifications, events, and institutional benefits

5. CONFIDENTIALITY AND SECURITY:

CRGAR shall implement reasonable measures to protect THE DATA SUBJECT'S personal information and ensure its confidentiality, integrity, and proper use in accordance with applicable legislation.

6. DATA RETENTION PERIOD:

Personal data shall be retained for the period necessary to fulfill the purposes established in this document and to comply with applicable legal obligations. Thereafter, such information may be securely deleted, archived, or anonymized.

7. RESPONSIBILITY:

CRGAR shall endeavor to keep information protected and up to date. THE DATA SUBJECT is responsible for providing accurate information and notifying CRGAR of any relevant changes to personal data.

8. RIGHTS OF THE DATA SUBJECT:

THE DATA SUBJECT may request access to, updating, correction, or deletion of personal data in accordance with applicable legislation through CRGAR's official communication channels.

9. AMENDMENTS:

CRGAR may update this policy whenever necessary to comply with legal, regulatory, or institutional changes.

10. INTELLECTUAL PROPERTY AND USE OF EDUCATIONAL MATERIALS:

Materials, presentations, recordings, and content provided by CRGAR are intended solely for the participant's personal use and may not be reproduced, distributed, or commercialized without prior authorization from CRGAR.

11. USE OF IMAGE AND AUDIOVISUAL RECORDINGS:

THE DATA SUBJECT authorizes CRGAR to use photographs, audio recordings, and video recordings obtained during institutional activities for educational, informational, or promotional purposes.

12. PARTICIPANT CONFIDENTIALITY:

THE DATA SUBJECT agrees not to disclose or use for unauthorized purposes any information, materials, or content shared during activities organized by CRGAR.

DATA SUBJECT INFORMATION

Full Name: _____

Identification Number: _____

Company: _____

Email Address: _____

Phone Number: _____

City / Country: _____

ACCEPTANCE DECLARATION:

I hereby declare that I have read, understood, and accepted the terms established in this CRGAR – Costa Rica Global Association of Real Estate Personal Data Processing and Protection Policy.

I also authorize the processing of my personal data in accordance with the purposes described in this document.

Signature: _____

Name: _____

Date: _____

Place: _____