

Notification and Letter of Consent for Collection, Processing and Use of Personal Information

Version: P-V4-PPD

According to the R.O.C. Personal Information Protection Act and the internal policy/regulations of **Institute for Information Industry (hereinafter referred to as “III”)**, III is obligated to make the following notification known to you before you provide personal information to III. Please read it carefully.

1. Purposes and Categories of Personal Information to be Collected

For the purpose of carrying out III’s business, activity or project, the purpose of providing service, internal administrative management or reporting to the competent authority, the purpose complying with the Endowment, or the purpose of sending III’s or industry relevant information, III needs you to provide these categories of personal information: name, contact information (such as phone number, title, e-mail address, residential or office address), ID card number, or other information which may be used to identify you directly or indirectly.

Note: You may choose, at any time in the future, not to receive any promotional information from III by clicking the link provided in the promotional message.

2. Time Period, Area, Target and Way of the Use of Personal Information

Unless the purposes of use relating to international businesses or activities, your personal information will be used solely by III in a reasonable way in the territory of the Republic of China to the extent necessary to implement the purposes of collection until the purposes of collection prescribed above is fulfilled.

3. Your Rights with regard to Personal Information Provided

You may exercise the following rights in pursuant to the rules of the activities/project or by submitting your inquiry/request on our website (<https://www.iii.org.tw/>) at “Application for Exercising Rights with Regard to Personal Information” page:

- (1) any inquiry and request for a review of the personal information;
- (2) any request to make duplications of the personal information;
- (3) any request to supplement or correct the personal information;
- (4) any request to discontinue collection, processing or use of the personal information; and any request to delete the personal information.

4. The Influence on Your Rights and Interests while You Choose not to Provide Your Personal Information

If you provide incorrect personal information or choose not to provide your personal information to III, III may not be able to provide you with services relating to the purposes prescribed above.

5. You understand that this document complies with the R.O.C. Personal Information Protection Act and relating regulations, and you agree that III keeps this document for further checking.

The Consent to Provide Personal Information:

1. I have read and understood the above notification.
2. I agreed that III may collect, process and use my personal information for the purposes of collection prescribed above.

Signature: _____

Date (MM/DD/YYYY): _____

Application Form for Exercising Rights with Regard to Personal Information

Party's Name	
Party's Email Address	
Party's Phone Number	
Applicant's Name	<input type="checkbox"/> Same as the Party <input type="checkbox"/> _____ (Relation with Party: <input type="checkbox"/> legal representative <input type="checkbox"/> agent)
Applicant's Email Address	<input type="checkbox"/> Same as the Party <input type="checkbox"/> _____
Applicant's Phone Number	<input type="checkbox"/> Same as the Party <input type="checkbox"/> _____
Attachment	<input type="checkbox"/> letter of appointment <input type="checkbox"/> government-issued documents verifying the right to legal representation
Method of Reply You Preferred	<input type="checkbox"/> In person <input type="checkbox"/> By e-mail (_____) <input type="checkbox"/> By registered mail (address: _____)
Right(s) You Want to Exercise (Multiple selections accepted)	inquiry request for a review request to make duplications request to supplement or correct request to discontinue collection, processing or use request to delete the personal information
Detail of Right(s) You Want to Exercise (The specific content and scope of the application)	(Please describe specifically about the item(s) you checked above. For example: Please correct the Party's phone number to 09XX-XXX-XXX; please give me a copy of my personal information collected by your institute; please delete my credit card number.)

Notice: The Party and the applicant (if case applied) should submit signed "Notification and Letter of Consent for Collection, Processing and Use of Personal Information"