1 Information concerning the requestor

Request Form for Correction, etc. of Personal data the Hotel holds

Pursuant to Article 34.1 of the Act on the Protection of Personal Information, I hereby request the Hotel to make correction, etc. to the personal data the Hotel holds as follows:

	T			n Request:	
Legal status of the		plicable to the requ	iestor's	status.	
requestor	☐ the reques	stor him/herself		agent/repres	entative
Name, address, date of	Name (print)				
birth, phone number and	Signature				
e-mail address of the					
requestor	Date of Birth		/	/	
	Address, etc.				
		Dl			
		Phone number:			
Name, address, date of	Name (mint)	Mail:		@	
	Name (print)				
birth, phone number and e-mail address of the	Signature				
agent/representative (in	D-4 £D:-4l-		/		
the case of request made	Date of Birth		/	/	
by agent/representative)	Address, etc.				
by agent/representative)		Phone number:			
		Mail:			
		Maii:		@	
Identification documents (1) Identification document Driver's license	•		ntative		
☐ Residence card ☐	Other ()
☐ Certificate of residence	e ※ In the case of	of a request by post	al mail		
(2) Document(s) to verify	the authority of his	/her legal represer	ntation		
For a legal representative	e of a minor (one co	py of either)			
☐ Copy of family regis	ter Copy of abs	tract of family regi	ster		
☐ Other()			
• For a legal representative	e of an adult ward (a	one copy of either)			
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	☐ Certificate of regis	tered matters Certificate of Commencement of guardiansh	ip				
	☐ Other ()					
	• For an agent (both of th	e following two items)					
	☐ Power of attorney	(Note: the principal's registered seal is required to be affixed.)					
	☐ Certificate of the p	rincipal's registered seal					
	• For a lawyer, a judicial	scrivener, an administrative scrivener, or other person qualified to	act as an				
	authorized representativ	ve in the course of his/her duties					
	☐ Documents certifying such qualification (registration number, certificate of seal registration						
	pertaining to the or	fficial seal under such qualification, etc.)					
3	Details of your request						
	Type of the request	Check the box applicable to the request you are making.					
		☐ Correction ☐ Addition ☐ Deletion					
	Reason for the request	※ Check the box applicable to the request you are making.					
		☐ The personal data the Hotel holds is incorrect.					
		☐ Other ()				
	Details of correction,	Current content ()				
	addition or deletion	Correct content ()				
4	Preferred method of resp	ponse (Check the box applicable to the method preferred)					
	☐ In writing						
	(□ Via postal :	mail Other ())					
	☐ In electromagnetic	records					
	(□ Via e-mail	\square Other (
	☐ Other ()					
	Specify the method of response you prefer.						
5	Relationship to the reque	estor and the necessity of the request in the case of a request for o	lisclosure,				
	etc. of a deceased person's personal data the Hotel holds (required only in the case of a request						
	for disclosure, etc. of a d	leceased person's personal data the Hotel holds)					
	* Please submit a photocopy of a document that clarifies the relationship between the deceased						
	person and the requestor (Copy of family register Copy of abstract of family register						
	Other []). Please be also aware that the Hotel may separately						
	request to submit materials or other evidence to support the necessity of requesting disclosure, etc. of the deceased person's personal data the Hotel holds.						
	etc. of the deceased p	erson's personal data the Hotel holds.					