



APPLICANT AND CANDIDATE PRIVACY NOTICE

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At Del Mar Vacations, we care about your privacy. That's why every candidate for employment with us receives this notice, which explains what information Del Mar Vacations collects about you during our hiring process, why we collect and how we use your information, and what your rights are related to your information.

What Information Del Mar Vacations Collect

During the recruitment process, we will collect information about you – either from you directly or from third parties with your approval – which may include the following:

- identifying and contact information, such as your full name, email address, physical address, telephone number, date of birth, government identification number, and other contact information;
- professional and employment information, such as a resume or CV, a cover letter, other work experience, professional references, your work-permit status, your social-media profiles, or other information about your professional background;
- educational information, such as your school history, your qualifications and certifications, and any other information related to your education;
- citizenship information, such as your visa and right-to-works status;
- if you interview with us in person, we may collect additional information such as your image recorded on video cameras in our work spaces;
- information received from third parties, such as the results of a professional-reference check or background check, and the information we receive from someone who refers you for a position;

- sensitive information you voluntarily provide during the recruitment process, such as demographic information or information about your gender, race, ethnicity, and disabilities, but only when permitted under applicable laws;
- publicly available information that helps us make a determination about your candidacy, such as information from your LinkedIn profile; and
- any other information you choose to submit to us as part of your application.

How We Use Your Information

We **only** use the information we collect about you as part of our application and recruitment process. For these reasons, your information may be used as follows:

- to evaluate your candidacy or application in order to make an employment decision;
- to verify the information submitted or collected about you;
- to manage our relationship with you and to communicate with you;
- to comply with any of our legal requirements; and
- to make improvements to our recruiting processes.

When We Share Your Information

We may share your personal information with the following recipients:

- Our service providers: we may share your personal information with the service providers who help us with our hiring process, including applicant-tracking software and talent-acquisition services.
- We may share your personal information with members of the Del Mar Vacations recruitment team and members of the team with whom you will potentially work.
- Employers and references: in order to perform employment verifications and professional-reference checks, we may share your personal information with your current and previous employers, as well as the individuals you list as references. We will only contact your current employer with your explicit permission.
- Public bodies: we may be required to share your personal information with governmental agencies or public bodies, such as labor authorities, courts, or law-enforcement agencies.
- Other recipients with your consent: finally, we may share your personal information with any other third party with whom you have given us consent to share it.

Our Legal Basis for Processing Your Information

We collect and process your personal information when it is necessary in order to consider your candidacy for employment with us and in preparation for potentially entering into a contract of employment with you. We may also collect your personal information in order to comply with our legal obligations, where you have consented to our collection and processing of your personal information, or based on our legitimate interest to ensure that we hire the best candidates.

If you have any questions about the potential transfer of your personal information, please contact us as outlined in the Contact section below.

Retention of Your Information

If you are considered for a position at Del Mar Vacations and your candidacy is unsuccessful, you decline our offer, or you withdraw your application, we will retain your personal information only to consider you for potential future positions at Del Mar Vacations, and as long as needed to comply with any applicable laws or for the establishment, exercise, or defense of a legal challenge related to our recruitment process or decision.

If you do not want us to retain your personal information to consider you for potential future positions, you may request that we delete it as described in the “Your Rights” section below. Please note, however, that we may retain some information that we are required to retain by law or in order to defend ourselves in the event of any potential legal claim.

If you are offered and accept a position with us, your personal information that we receive during the application and recruitment process will become part of your employment record.

Your Rights

You may have certain rights with respect to your personal information, subject to local data-protection laws, including the following:

- the right to access your personal information;
- the right to amend your personal information;
- the right to have your personal information erased;
- the right to object to or restrict the processing of your personal information;
- the right to complain to a supervisory authority about our practices; and

- the right to withdraw your consent (if consent is the basis of our processing of your personal information).

To exercise any of your rights, please email us at jobs@thisisdelmar.com. Please note your rights may vary depending upon the state in which you live, and that certain personal information may be exempt from certain requests. If you have any questions about your rights, please contact us as outlined in the Contact section below.

Changes to This Policy

We may occasionally update this notice. We encourage you to review this notice before submitting any information to us.

Contact

If you have questions or concerns about this notice, our practices, or your rights, please contact us via email at jobs@thisisdelmar.com

Del Mar Vacations is an Equal Opportunity Employer. All employment will be decided solely on the basis of your qualifications and merit, according to our business hiring needs. We are committed to creating a collaborative team and do not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law.

