

Toyota Tourist International, Inc.

Handling of personal information

We at Toyota Tourist International, Inc. shall strive to protect the personal information of you (our customers) based on the "Policy of Our Company Regarding the Protection of Personal Information." We shall handle personal information that you have provided to us as follows.
We request that you only provide us with personal information after you have consented to the following.

1. Purposes of use of personal information

(Collected personal information and retained personal data)

- (i) Getting in contact with you
- (ii) Carrying out the necessary procedures in order to make arrangements for, and enable you to receive, the services that will be provided to you by transportation & accommodation agencies, public institutions (Ministry of Foreign Affairs, embassies & consulate offices of various countries), and so on during the trip for which you have applied
- (iii) Providing you with information on, and carrying out procedures regarding, products (travel insurance, foreign currency exchange, etc.), services, and campaigns of our company and our affiliated companies
- (iv) Making requests to you for the provision of opinions and impressions following your participation in trips, and the filling out of questionnaires
- (v) Providing special benefit-related services
- (vi) Preparing statistical data

It is possible for you to deny the provision of personal information to us in accordance with your wishes. In such cases, we may be unable to provide you with part or all of services that you have requested.

2. Provision of personal information to third parties

In order to implement the purposes of use stated above, our company shall provide information such as your name, gender, age, date of birth, permanent domicile, current address, telephone number, e-mail address, passport information, and credit card number to transportation & accommodation agencies, credit card billing companies and the like, and arrangement agents, by electronic means and so on in advance.

Purpose of provision	Items provided	Means or method of provision	Provision destination
Submitting notifications, etc. to public institutions (Ministry of Foreign Affairs, embassies & consulate offices of various countries) regarding trips for which you have applied	Name, gender, age, date of birth, permanent domicile, current address, telephone number, passport information	E-mail Personal delivery Postal mail Parcel delivery service	Public institutions (Ministry of Foreign Affairs, embassies & consulate offices of various countries)
Paying bills regarding trips for which you have applied	Name, gender, date of birth, current address, telephone number, credit card number	Electronic data	Credit card companies
Submitting notifications, etc. to transportation & accommodation agencies regarding trips for which you have applied	Name, gender, age, date of birth, current address, telephone number, e-mail address, passport information, credit card number	E-mail Personal delivery Postal mail Parcel delivery service	Transportation & accommodation agencies

We may also provide personal information in the following types of situations.

- (i) When doing so is pursuant to laws and ordinances
- (ii) When doing so is necessary in order to protect life, limb, or property, and obtaining consent from the customer in question is difficult
- (iii) When doing so is necessary in order to cooperate with the execution of legal affairs by a national government agency or local government body, a contractor of such, etc., and obtaining consent from the customer in question could affect such execution

3. Entrustment of personal information

In order to implement the purposes of use stated above, our company may entrust all or part of personal information that you have provided. In such cases, in order to ensure the secure management of entrusted personal information, we shall select entities that meet sufficient standards for the protection of personal information, and shall carry out the necessary and appropriate supervision of entities to whom personal information has been entrusted.

4. Filing of complaints and requests (disclosure / correction, etc.) regarding retained personal data or records provided to third parties

If you would like to make a request for disclosure, correction, addition, deletion, suspension of use, or suspension of third-party provision regarding your personal information that is retained by our company, please contact us via the contact point for consultation regarding personal information below. Upon confirming your identity, we shall handle your request without delay in accordance with laws & ordinances and the regulations of our company. In the case that we are unable to fulfill part or all of your request, we shall provide you with an explanation on the reason for such.

5. Measures for secure management of retained personal data

We shall protect data in accordance with the regulations of our company.

[Contact point for consultation regarding personal information]

Toyota Tourist International, Inc.
Address: 1-23-36 Izumi (NBN Izumi Building), Higashi-ku, Nagoya City 461-0001
Telephone: 052-951-0111, General Affairs Department (Secretariat Kuno)
E-mail: privacy-tyt@toyotatourist.co.jp

Supervisor of personal information management (personal information protection manager): Nobuyuki Nakamaru

[Name of accredited personal information protection organization, and where to file requests for resolving of complaints]

Name of accredited personal information protection organization: Japan Institute for Promotion of Digital Economy and Community (JIPDEC)
Where to file requests for resolving of complaints: Accredited Personal Information Protection Organization Administrative Office
Address: Roppongi First Building, 1-9-9 Roppongi, Minato-ku,
Tokyo 106-0032
Telephone: 0120-700-779 / 03-5860-7565

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