

# HOTEL GUEST CONSENT FORM

*Processing of Personal Data — DPDP Act, 2023*

DPDPA Legal | Roots Cyber Law Firm | Template Form 08

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## 1. HOTEL DETAILS (Data Fiduciary)

Hotel Name	_____
Address	_____
Grievance Officer (Section 13)	_____
Contact	_____

## 2. GUEST DETAILS

Full Name	_____
Contact Number	_____
Email	_____
Government ID (Passport / Aadhaar / Driving Licence)	_____

## 3. PURPOSE-SPECIFIC CONSENT (Tick)

<input type="checkbox"/>	Booking & Check-in processing
<input type="checkbox"/>	Identity verification (regulatory requirement under Hotel Registration laws)
<input type="checkbox"/>	Payment & billing processing
<input type="checkbox"/>	CCTV monitoring acknowledgment (common areas only)
<input type="checkbox"/>	Wi-Fi & digital services usage data
<input type="checkbox"/>	Loyalty programme processing (if applicable)
<input type="checkbox"/>	Cross-border data transfer (if applicable — international hotel chains)

## 4. OPTIONAL MARKETING CONSENT

- I agree to receive promotional communication.
- I agree to receive marketing communication.
- I agree to receive discounts and offers communication.

I understand I can withdraw consent at any time by contacting: [xxxx@xxxx.com](mailto:xxxx@xxxx.com)

## 5. GUEST RIGHTS ACKNOWLEDGMENT

Right	How to Exercise
Access your personal data	Contact Grievance Officer
Correct inaccurate information	Contact Front Desk or Grievance Officer
Request erasure (post-checkout)	Email Grievance Officer
Withdraw marketing consent	Email or account settings

## 6. SIGNATURE

<b>Guest Name:</b>	_____
<b>Signature:</b>	_____
<b>Date:</b>	_____

