



MINISTERIO
DE JUVENTUD
E INFANCIA



Centro
Eurolatinoamericano de
Juventud

SECRETARÍA DE ESTADO
DE JUVENTUD E INFANCIA

INSTITUTO DE LA JUVENTUD
CEULAJ

BOOKING FORM

NAME OF THE PAYING ENTITY

Name:

CIF (Attach a copy of the tax identification card):

Street:

Postcode:

City:

Province:

Country:

Phone:

Web:

Email:

CONTACT PERSON

Name:

Position:

Email:

ACTIVITY:

Brief summary of the activity:

Type of activity:

Non-profit activity for youth

Non-profit social activity

Other type of activity (specify):

Activity dates:

Start: day: time:

End: day: time:

Earlier or later dates for the organization:

Earlier: day: time: n. of people:

Later: day: time: n. of people:

Total number of participants in the activity:

Youth (14 to 30 years old) Non-youth Others (organization, speakers, etc.) Total participants

Space needs (indicate date and estimated time of use)

FACILITIES	AMOUNT	DATE	TIME
Assembly hall			
Europa room			
Classroom			
Working room			
Office			
Multi-purpose room			
Library			
Reception			
Others (specify)			

Accommodation and maintenance needs

SERVICE	AMOUNT	DATE	TIME (*)
Single rooms			
Double rooms (2 per.)			
Double rooms (3 per.)			
Adapted rooms			
V.I.P. rooms			
Breakfast			
Mid-morning snack			
Lunch			
Afternoon snack			
Dinner			
Others (especificy):			
(*) Check-in will be available starting at 2:00 p.m. Special needs will be accommodated for when possible			

Date Protection

We inform you that, in accordance with Organic Law 3/2018, of December 5, on the Protection of Personal Data and Guarantees of Digital Rights, and Regulation (EU) 2016/679 of the European Parliament and of the Council, of April 27, 2016, the processing of personal data provided by you in this form will be completed solely and exclusively for the purposes of managing this procedure.

The procedure is included in the data processing:

NAME OF THE TREATMENT: Gestión de reservas y estancias en el CEULAJ (Management of reservations and stays at CEULAJ)

RESPONSIBLE FOR THE TREATMENT: CEULAJ Administration, CEULAJ Management, Instituto de la Juventud (Youth Institute). Email: direccioninjuve@injuve.es

PURPOSE OF PROCESSING: The purpose is the administration and management of reservations and stays at CEULAJ.

RECIPIENTS: No data will be transferred to third parties, except legal obligation.

RIGHTS: To exercise your right of access, rectification, deletion, limitation of processing, opposition or portability, in the event that the requirements established in the General Data Protection Regulation, as well as in Law 3/2018, of Protection of personal data and guarantee of digital rights, you can do so at the electronic headquarters through the form "Exercise of Personal Data Protection Rights at the Youth Institute" or write to the data controller at the Youth Institute. Juventud, C/Ortega y Gasset 71, 28006-Madrid. You can also file a claim with the Spanish Data Protection Agency (AEPD), c/ Jorge Juan 6, 28001 MADRID (www.aepd.es)

COMPLETE INFORMATION ON DATA PROTECTION DATA: You can see complete information on data protection and this processing on the Injuve website, in the section dedicated to the privacy and data protection policy and in the Injuve Processing Activities Inventory (<https://www.injuve.es/politica-de-privacidad-y-proteccion-de-datos-personales>).

Contact details of the INJUVE Data Protection Delegate: Postal address: c/ José Ortega y Gasset 71, 28006-Madrid, Email: degadoprotecciondatos@injuve.es

I have read and accept that my data is processed according to the information reflected in this clause.

Date and signature:

In

date

Signed:

SR. DIRECTOR DEL CENTRO EUROLATINOAMERICANO DE JUVENTUD (CEULAJ). Avenida de América s/n, 29532 - Mollina, Málaga, España