

Information on the Controller and on the rights of the person whose personal data are processed

In connection with the change of personal data protection regulations, i.e. the entry into force of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing of the Directive 95/46/EC (RODO/GDPR), we kindly inform you that:

1. The Controller of personal data is:

Przedsiębiorstwo Współpracy Gospodarczej "KRAKSERVIS" Sp. z o.o., seated in Krakow, 27B Słomiana Street, 30-316 Krakow, tel. 12 266 54 26, email: pwg@krakservis.com.pl

2. The processing of personal data shall be carried out for the purposes such as:
 - placement of an order for a service and verification of the possibility of concluding a contract – during the time up to concluding a contract
 - execution and performance of the contract of services provided by the company - for the duration of the contract
 - performance of duties imposed by the provisions of generally applicable law - including, without limitation, the Accounting Act and the Tax Act - during the performance of duties
 - marketing objectives for our own services and products only - for the duration of the contract, and after the expiry of the contract, only with your voluntary consent
 - objectives related to the collection of our receivables, resulting from contracts and unpaid invoices for services provided, until the barring of the actions for compensation.
3. The recipients of personal data are authorized employees of the Controller and entities to whom the data were transferred on the basis of agreements on entrustment of data. To the extent that we use the services of external entities to provide the service and guarantee a continuous service, we provide your data to:
 - accounting services and legal services providers,
 - state and local government bodies, exclusively on the basis of generally binding legal regulations.
4. Any person whose data are processed shall be entitled to:
 - the right to request from the Controller the access to their personal data;
 - the right of rectification;
 - the right to erasure;
 - the right to limit the processing;
 - the right to object to the processing;
 - the right to transfer the data (as far as technically possible);

5. In addition, you have the right to lodge a complaint with the data protection supervisory authority. The withdrawal of consent shall not affect the lawfulness of the processing of personal data carried out on the basis of the consent prior to the withdrawal.
6. Your personal data is not subject to automated decision making, including the profiling.

At the same time, we would like to inform you that providing your data at the conclusion of the agreement is voluntary, however, it's necessary for the performance of the agreement and the provision of services to you. Providing personal data for the purpose of promoting and marketing your services is voluntary, and if you do not provide it, you will only be prevented from getting acquainted with our services on an ongoing basis.

We would like to assure you that **Przedsiębiorstwo Współpracy Gospodarczej "KRAKSERVIS" Sp. z o.o.** makes every effort to provide all means of physical, technical and organizational protection of personal data against accidental or deliberate destruction, accidental loss, alteration, unauthorized disclosure, use or access, in accordance with all applicable legal regulations.

Information on the Controller and the rights of the person whose personal data are processed in the case of collection of personal data in a manner other than from the data subject (Article 14 of GDPR).

In accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, we kindly inform you that:

1. The Controller of personal data is:

Przedsiębiorstwo Współpracy Gospodarczej "KRAKSERVIS" Sp. z o.o., seated in Krakow, 27B Słomiana Street, 30-316 Kraków, tel. 12 266 54 26, email: pwg@krakservis.com.pl

2. In connection with your booking via booking portals such as "Booking.com" it is possible to collect the following personal data: your name, address, email address, telephone number, payment card details. The scope and amount of data depends on the specification of a given portal and the type of booking to make.
3. The processing of personal data shall be carried out for the purposes such as:
 - placement of an order for a service and verification of the possibility of concluding a contract – during the time up to concluding a contract
 - execution and performance of the contract of services provided by the company - for the duration of the contract
 - performance of duties imposed by the provisions of generally applicable law - including, without limitation, the Accounting Act and the Tax Act - during the performance of duties
 - marketing objectives for our own services and products only - for the duration of the contract, and after the expiry of the contract, only with your voluntary consent

- objectives related to the collection of our receivables, resulting from contracts and unpaid invoices for services provided, until the barring of the actions for compensation.
4. The personal data are provided voluntarily, however, their provision is a necessary condition for the performance of the service.
 5. The recipients of personal data are authorized employees of the Controller and entities to whom the data were transferred on the basis of agreements on entrustment of data. To the extent that we use the services of external entities to provide the service and guarantee a continuous service, we provide your data to:
 - accounting services and legal services providers,
 - state and local government bodies, exclusively on the basis of generally binding legal regulations.
 6. Any person whose data are processed shall be entitled to:
 - the right to request from the Controller the access to their personal data;
 - the right of rectification;
 - the right to erasure;
 - the right to limit the processing;
 - the right to object to the processing;
 - the right to transfer the data (as far as technically possible);
 7. In addition, you have the right to lodge a complaint with the data protection supervisory authority. The withdrawal of consent shall not affect the lawfulness of the processing of personal data carried out on the basis of the consent prior to the withdrawal.
 8. Your personal data is not subject to automated decision making, including the profiling.

At the same time, we would like to inform you that providing your data at the conclusion of the agreement is voluntary, however, it's necessary for the performance of the agreement and the provision of services to you. Providing personal data for the purpose of promoting and marketing your services is voluntary, and if you do not provide it, you will only be prevented from getting acquainted with our services on an ongoing basis.

We would like to assure you that **Przedsiębiorstwo Współpracy Gospodarczej "KRAKSERVIS" Sp. z o.o.** makes every effort to provide all means of physical, technical and organizational protection of personal data against accidental or deliberate destruction, accidental loss, alteration, unauthorized disclosure, use or access, in accordance with all applicable legal regulations.

Declaration of consent to the processing of personal data.

In accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, I hereby give my informed consent to the processing of my personal data for the purpose and to the extent necessary for the performance of the contract by **Przedsiębiorstwo Współpracy Gospodarczej "KRAKSERVIS" Sp. z o.o., seated in Krakow, 27B Słomiana Street, 30-316 Krakow.**

At the same time, I declare that I have read the information about the Controller and the rights of the person whose personal data are being processed, regarding the processing of data by Przedsiębiorstwo Współpracy Gospodarczej "KRAKSERVIS" Sp. z o.o., seated in Krakow 27B Słomiana Street, 30-316 Krakow.

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Date and signature of Customer