

## **Privacy policy for data processing for the hotel guest service using Sihot**

In view of the entry into force on 25 May 2018. 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 Directive 95/46/EC (OJ EU 2016 item L119), referred to as RODO, we would like to inform you that the Data Controller, i.e. the entity that decides how your data is processed, is Hotel Akwawit, based in Leszno at ul. św. Józefa 5, email address: [hotel@hotelakwawit.pl](mailto:hotel@hotelakwawit.pl) We have received all the data we have from you in connection with your visit to our hotel and use of our hotel or restaurant services, performance of a contract or order, or organisation of events or conferences.

The provision of your data is voluntary and requires your written consent to its processing, which you may withdraw at any time.

However, in order to provide the service and fulfil the contract or order, it is necessary to provide it. If the law stipulates that other data must be provided, we will contact you in writing about this.

Your personal data is processed in accordance with Article 6 of the Regulation, paragraph 1, points b, c, f in order to carry out activities related to:

- executing and fulfilling the contract, order, order;
- providing hotel services;
- providing restaurant services;
- organising events and conferences;
- handling and fulfilling enquiries, requests, reservations addressed to us via postal correspondence and/or e-mail;
- ensuring proper Guest service;
- ensuring the security of the services we provide; possible debt collection proceedings (court proceedings, bailiff proceedings);

The law requires us to process your data in order to carry out tax and accounting activities and operations. Hotel Akwawit may process your data for marketing purposes only if you have given your prior written consent. We assure you that as Data Controller we make every effort to ensure the security and protection of your personal data.



We take all steps and measures to comply with statutory and legal requirements with regard to our visitors and business partners.

At any time, you have the right to:

- to access your data,
- to rectify, update your data, personal data. We take all steps and measures to comply with the statutory and legal requirements of our Visitors and business partners.

At any time, you have the right to:

- to access your data,
- to rectify, update your data, to have your data deleted from our database,
- to restrict the processing of your data,
- to transfer your data to another Administrator,
- to be forgotten,
- to object to the processing of your data if the basis for the use of your data is our legitimate interest, public interest or statistical purposes,
- to not be subject to automated decision-making, including profiling (your data is not, will not be processed in an automated manner),
- to lodge a complaint to the supervisory authority, which is the President of the Office for Personal Data Protection, in the event that irregularities in the processing of your data are identified and/or suspected.

Hotel Akwawit does not share the personal data of its Guests and business partners. Your data may be forwarded to entities that are involved in the performance of the services, contract, order or contract we provide. Your personal data may be disclosed to public entities (police, bailiff, court), only upon their written request. Hotel Akwawit retains your data in accordance with the applicable legal provisions for the period for which it is obliged to store them, to collect data and documents containing the data, to document and confirm the fulfilment of legal requirements or to allow inspection by authorised public authorities. Your data will not be transferred outside the European Economic Area. This letter is for information purposes and does not require a response.