

**The information letter about the processing of personal data in business company - AGROSPOL
Limited Liability Company Michalovce – for guests and people interested in accommodation at Hotel
Slničný Dvor, Pekárenská 4, 071 01 Michalovce**

For purpose to accommodate you, provide you with an offer for accommodation or in order to take action before signing an accommodation contract with you, AGROSPOL Michalovce Limited Liability Company (hereinafter referred to as the "**Controller**") processes personal data of natural persons. Controller while processing of personal data shall proceed in accordance with the provisions of Regulation (EU) 2016/679 of the European parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (hereinafter referred to as the "**Regulation**") and pursuant to the provisions of Act no. 18/2018 Coll. on the Protection of Personal Data and on the Amendment (hereinafter referred to as the "**Act**").

In order to fulfil legal obligations, the Controller provides you with the following information:

1. **Identity and contact details of the controller** - AGROSPOL Limited Liability Company Michalovce, with registered seat Čečehov 150, 072 11 Čečehov, ID: 31 675 131, tel. no. 056/6490202 or 056/6490204, e-mail: info@agrospol-cecehov.sk.
2. **Contact details of data protection officer** – office@vasillegal.eu
3. **The purposes of the processing for which the personal data are intended as well as the legal ground of the processing:**
 - a) Purpose: conclusion and performance of the accommodation contract, provision of a price offer for the accommodation. Legal basis: Performance of the contract or implementation of pre-contract measures taken at your request.
 - b) Purpose: to recover the amounts due for the services provided or other receivables of the Controller. Legal basis: Protection of the rights and interests of the Controller.
 - c) Purpose: to monitor the parking and the exterior entrances to the accommodation units. Legal basis: Protection of the rights and interests of the Controller;
4. **Processed Personal Data** - based on the above we process the following personal data:
 - a) Your identification and contact details - name and surname, address, e-mail, telephone number;
 - b) Other personal data necessary for the preparation and conclusion of accommodation contracts - date of birth, nationality, purpose of the journey (work / tourism), passport or citizen's card number, length of stay, handwritten signature;
 - c) Your image captured by the camera system when you move to the parking lot or outside the exterior entrances to the accommodation units (rooms);
 - d) in the case of a foreigner, date and place of birth, permanent residence in the home country, purpose of travel to the Slovak Republic, visa, traveling companions;
 - e) Payment information (e.g. details of the amount paid or owed, account number, etc.);
5. **Recipients or categories of recipients of personal data** - we provide your personal data in justified cases and only to the extent necessary to the following categories of recipients:
 - a) to public authorities, if it is required by law, in the case of foreigner, we provide their data on the stay to the Border and Foreigner Police Office of the Police of the Slovak Republic in accordance with the provisions of Section 113 of Act No. 404/2011 Coll. of the residence of foreigners and of the amendment;
 - b) the law office in the case of recovery of sums owed.
6. **Transfer of personal data to a third country or international organization** - is not performed.
7. **The period for which the personal data will be stored:** 5 years from the end of accommodation. In the case of camera recordings, the retention time is 15 days after the image is taken.

8. Existence of rights against a Controller - as the data subject, you have rights that you may exercise towards the Controller at your discretion. These are the following rights:

- Right of access by the data subject: you may request the Controller access to the personal data we process about you. The controller shall provide a copy of the personal data undergoing processing.
- Right to rectification: you may request the Controller for rectification the inaccurate or incomplete personal data we process about you.
- Right to erasure: you can request the Controller to erase your personal data if one of the following situations occurs:
 - a. the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;
 - b. you withdraw consent on which the processing is based, and where there is no other legal ground for the processing;
 - c. you object to the processing and there are no overriding legitimate grounds for the processing, or you object to the processing for direct marketing purposes;
 - d. the personal data have been unlawfully processed;
 - e. the personal data have to be erased for compliance with a legal obligation in Union or Member State law to which the controller is subject;
 - f. the personal data have been collected in relation to the offer of information society services.
- Right to restriction of processing: you may request the Controller to restrict the processing of your personal data if any of the following occurs:
 - a. you contested the accuracy of the personal data, for a period enabling the controller to verify the accuracy of the personal data;
 - b. the processing of your data is unlawful and you opposes the erasure of the personal data and request the restriction of their use instead;
 - c. the controller no longer needs the personal data for the purposes of the processing, but they are required by you for the establishment, exercise or defence of legal claims;
 - d. you objected to processing pursuant to article 21 paragraph 1 pending the verification whether the legitimate grounds of the controller override those of yours legitimate reasons.
- Right to data portability: in the cases envisaged by the Regulation, you have the right to obtain the personal data concerning you, which you provided to a controller, in a structured, commonly used and machine-readable format and this shall not adversely affect the rights and freedoms of others.
- Right to withdrawn consent: if processing of your personal data is based on your consent, you have the right to withdraw your consent to the processing of personal data for the purpose for which you have given consent.
- Right to object: you have the right to object, at any time against processing of personal data for direct marketing purposes on the ground of legitimate interests of Controller.
- Right to lodge a complaint: you have right to lodge a complaint with a supervisory authority, which is Office for personal data protection of the Slovak Republic, i.e. Úrad na ochranu osobných údajov SR.

9. Obligation or possibility to provide personal information - if you are interested in accommodation, you need to provide us with your personal data. Otherwise, it is not possible to accommodate you.

10. The existence of automated decision-making, including profiling – is not performed

11. Other aspects of personal data protection - if you have any further questions regarding the processing of personal data in our company's conditions, do not hesitate to contact us at: info@agrospol-cecehov.sk or contact our data protection officer at: office@vasillegal.eu.