

# Privacy Policy

## Pacóttowo Palace Complex

Pursuant to Article 13 (1) and (2) of Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 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 "RODO", we inform you that:

1. the Administrator of your personal data is Pałac Pacóttowo Sp. z o.o. with its registered office at Al. Jana Pawła II No. 11, 00-828 Warsaw NIP: 5272804502.
2. the administrator has appointed a Data Protection Supervisor supervising the correctness of personal data processing, who can be contacted via e-mail address: [administracja@palacpacoltowo.pl](mailto:administracja@palacpacoltowo.pl) or by mail, to the address of the administrator's registered office.
3. Your personal data will be processed on the basis of:
  - a) Article 6 (1) (a) of the RODO, if consent is given, for the purposes specified each time in the content of the consent,
  - b) Article 6 (1) (b) RODO, i.e. the processing is necessary for the performance of the agreement between you and the Landlord concerning the lease agreement
  - c) Article 6 (1) (f) RODO, in order to realize the legitimate interests of the administrator, in particular to conduct ongoing communications, ensure information security and establish, assert and defend claims.
4. The period of processing of your personal data will depend on the legal basis for its processing, the data will be processed for the period required by law, the duration of the agreement or the period of limitation of claims. In the case of data processing on the basis of consent, the data will be processed until the withdrawal of consent.
5. Recipients of personal data may be authorities, institutions and entities authorized by law, as well as entities providing services to the Administrator (e.g. legal, IT, marketing, accounting services and other entities involved in the implementation of the requested service).
6. The Administrator may use automated decision-making, including profiling, for marketing purposes and customization of the offer.
7. The provision of your personal data is voluntary, but necessary for the conclusion of the facility rental agreement.
8. Your personal data will not be transferred to third countries.
9. You have the following rights: to request from the controller access to your personal data, to correct, delete or restrict processing, to object to processing and to data portability.
10. If you believe that the processing of your personal data by the administrator is unlawful, you have the right to lodge a complaint to the supervisory authority, i.e. the President of the Office for Personal Data Protection, 2 Stawki Street, 00-193 Warsaw.
11. The administrator performs the functions of obtaining information about users and their behavior in the following ways:
  - a) by voluntarily entering information in forms,

- b) through the collection of "cookies".
12. When visiting the Pacółtowo Palace website for the first time, the user is informed about the use of cookies. By remaining on the site, the user accepts the use of cookies on the website. Failure to change, on the part of the user, the settings of the browser, is equivalent to consent to the use of "cookies".
  13. The installation of "cookies" is necessary for the proper provision of services on the Website. The "cookies" files contain information necessary for the proper functioning of the Website, in particular those requiring authorization. The User may at any time change the settings of his/her browser, in terms of handling and saving cookies.
  14. The following types of "cookies" are used within the Website
    - a) session cookies - they remain in the browser until it is switched off or you log off from the website on which they were placed,
    - b) permanent - remain in the browser of the device until they are removed by the user or until a predetermined time specified in the parameters of the cookie file.
  15. In terms of the functionality of each cookie, they can be divided into:
    - a) conversion files, which help analyze the performance of various sales channels
    - b) tracking (tracing) files, which, in combination with conversions, help analyze the performance of various sales channels
    - c) marketing files, used to personalize the content of ads and target them appropriately
    - d) marketing files, used to personalize the content of ads and target them appropriately
    - e) analytical tools that help improve the user experience by understanding how users use the site
    - f) essential cookies, which are fundamental to the basic functionality of the site The cookies we use allow us to develop our site.
  16. Some cookies may be placed by the provider of the website and online reservation system for the sole purpose of:
    - a) improving and supporting the booking process
    - b) analyzing and collecting statistical data, regarding the use of the website and online reservation system, in order to improve them
  17. Links to other websites that operate independently of the Website and are not supervised by the Website in any way may appear on the Website. These sites may have their own privacy policies and rules and regulations, which we recommend you read carefully.
  18. The Administrator reserves the right to change the privacy policy of the Service, which may be caused by the development of Internet technology, possible changes in the law on personal data protection and the development of the Service. We will inform users of any changes in a visible and understandable manner.