

APARTMENT REGULATIONS

The Facility's management will highly appreciate your cooperation in complying with these regulations, which is intended to ensure peace and security of stay for all our Guests.

Article 1

1. The owner and administrator of the Apartments is Mr. Andrzej Kaminski, running a business under the name of Andrzej Kaminski with its registered office in Polanica-Zdrój, ul. Parkowa 11/13, 57-320 Polanica-Zdrój, e-mail: repcja@bukowypark.pl (hereinafter referred to as "the Facility").
2. The Regulations of the facility constitute the rules of renting the apartments and the conditions of using them.
3. The description of the apartments, the price list of the provided accommodation services and the description of the scope of individual services can be found on the official website of the Facility at www.bukowypark.pl and at the Reception, which is located in Hotel Bukowy Park (hereinafter referred to as "Reception"). The prices presented in the pricelist include VAT.
4. The Regulations are an integral part of the contract which is concluded by making a reservation, paying an advance payment or the whole amount due for the stay in the apartments. By doing so, the Guest confirms that he/she is familiar with and accepts the terms of the regulations.

Article 2

1. The settlement unit for the provision of accommodation services is a day.
2. The day is from 4.00 p.m. to 10.00 a.m. the next day.
3. The Guest should specify the time of the stay and pay in advance for the entire period of stay on the arrival day.
4. If the Guest did not specify the time of stay while renting the apartment it is assumed that the apartment was rented for one day.
5. Guest should notify the Reception of the wish to extend his or her stay beyond the period indicated on the arrival day by 8.00 a.m. of the day when the room rental period expires. The wish to extend the stay will be taken into consideration depending on the availability of the apartments.

Article 3

1. Guests are required to check in on the basis of an identity card or passport.
2. Persons who are not checked in can stay in the apartment from 9.00 a.m. to 10.00 p.m., after reporting this fact at the Reception.
3. Guest is not allowed to make the apartment available to third parties, even if the period paid has not expired.
4. The facility may refuse to accept a Guest who during a previous stay grossly violated the regulations, caused damage to property or person related to the apartments, Guests, employees of the facility or other persons staying in the facility or otherwise disturbed the peaceful stay of Guests or the functioning of the facility.

Article 4

1. The facility provides services in accordance with its standards specified, among others, on the website. On the check-in day, the Guest should report any shortages or faults in the apartment. Failure to make any comments and objections (in writing: email, etc.) as to the technical condition on the check-in day is equivalent to the fact that the apartment, as well as the equipment contained therein, has been put into use in a condition that shall not arouse any comments or objections of the Guest.

Article 5

1. There are quiet hours from 10 p.m. to 6 a.m. the next day in the Facility.
2. The behaviour of Guests and users of the Facility shall not interfere with the peaceful stay of other Guests. The Facility may refuse to provide further services to a person who violates this rule.

Article 6

1. The door should be closed every time the Guest leaves the apartment.
2. Guest is required to leave the apartment and equipment provided in an unimpaired condition.
3. Guest is financially responsible for damage and deterioration of equipment and technical devices of the Facility arising from the fault of the Guest or visitors thereto.
4. Items left in the apartments by departing Guests will be sent at the expense of the recipient to the address indicated. The cost of sending items back is only estimated - the final cost is determined by the company providing the service. In case of lack of such a disposition, the Facility shall store the items for 3 months. After that time the items left over shall be given to charity or disposed of.
5. The Facility is insured to the extent specified in the relevant provisions of the Civil Code. The Guest is obliged to notify the Reception about the occurrence of damage immediately after finding thereof. The Facility's liability for loss of or damage to valuable items is limited if these items are not deposited at the Reception and if the Guest improperly secured the apartment (every time the apartment is left, the door shall be checked of closed).

Article 7

1. Due to fire safety reasons, it is prohibited to use heaters and other similar devices not included in the apartment.
2. Children under 14 years of age can stay in the Facility under constant supervision of legal guardians.
3. The Facility shall not accept pets in the apartment with Guests.
4. The selected areas of the Facility are monitored.
5. There is a prohibition on smoking and other substances in the entire Facility. Smoking of tobacco and tobacco products is possible only in places designated for this purpose.

Article 8

In accordance with Article 13 Regulation (EU) 2016/679 of the European Parliament and of the Council of 27.04.2016 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 (General Data Protection Regulation) (OJ EU L 119), I hereby inform that:

1) The controller of personal data is Mr. **Andrzej Kaminski**, running business activity under the name of Andrzej Kaminski with its registered office in Polanica-Zdrój, ul. Parkowa 11/13, 57-320 Polanica-Zdrój, e-mail: repcja@bukowypark.pl.

The controller is obliged to process the data of its Guests within the framework of activities related to the implementation of the Agreement and to protect it against access, use, deletion or disclosure to third parties, as well as to process the entrusted data in accordance with the applicable law in a way that guarantees the confidentiality and security of personal data.

2) Personal data of the Guest shall be processed for the purpose of using hotel and rental services - on the basis of Art. 6(1)(b) - processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;

3) The Guest agrees to the processing of his or her personal data such as: name and surname, address of residence, identity card data, contact phone number, e-mail and possibly the data of his or her business activity necessary to issue an invoice, for the purpose of: signing a rental agreement, i.e. making a reservation and checking in the facility, issuing and storing the invoices.

4) The recipients of the Guest's personal data shall be exclusively entities entitled to obtain personal data on the basis of legal regulations as well as entities participating in the performance of services.

5) The Guest agrees that his or her personal data may be transferred to the staff of the Reception in order to ensure the proper operation of our services used by you.

6) The Guest agrees to have his or her data transferred to the Facility's accounts.

7) The Guest's personal data will be stored for 10 years.

8) The Guest has the right to demand from the controller access to personal data, the right to rectify, delete or restrict processing and the right to data portability.

9) The Guest has the right to lodge a complaint with the supervisory authority.

10) Providing personal data is voluntary, however, the refusal to provide data may result in the refusal to provide the service/contract.

Facility Management