

- ces, pursuing claims, complying with legal obligations.
Legal basis: Article 6(1)(a), (b), (c), and (f) of GDPR.
5. Providing data is required by contract and law (e.g., for issuing invoices). Without it, services cannot be rendered. With your consent, data may also be used for marketing.
6. Retention periods:
- a) for the duration of the hotel service;
 - b) for accounting and tax: up to 5 years from the end of the calendar year in which the tax obligation arose;
 - c) for pursuing claims: until the expiration of limitation periods under the Civil Code;
 - d) for marketing purposes: until consent is withdrawn.
7. Your data may be shared with or entrusted to the following categories of recipients:
- a) transportation or courier companies (for Guest-arranged services);
 - b) IT support providers,
 - c) accounting service providers;
 - d) legal service providers;
 - e) reception system operators;
 - f) newsletter providers;
 - g) reservation system providers;
 - h) security service providers;
 - i) marketing agencies and travel agencies.
8. You have the right to:
- a) access your data (Art. 15 GDPR),
 - b) rectify it (Art. 16),
 - c) erase it (Art. 17),
 - d) restrict processing (Art. 18),
 - e) data portability (Art. 20),
 - f) the right to object to processing (Art. 21 – where based on legitimate interest).

Fire Safety Procedure

In case of fire, smoke, or burning smell:

- Immediately inform reception (no.+48 605 821 131), stating your room number and describing the situation.
- If fire is confirmed, press the emergency alarm button.
- Follow the instructions of trained staff.
- If evacuation is ordered, use emergency exits marked with green arrows.
- Stay low if smoke is present.
- Notify staff of anyone left in the building.
- Do not use elevators.

It is strictly forbidden to:

- Use personal heat-generating devices not provided by the hotel.
- Smoke in the room.
- Empty ashtrays into waste bins.
- Cover lamps with fabric or paper.
- Use fire extinguishers without cause.
- Press emergency buttons without justification.



CZECZOTKA PALACE
APARTMENTS



Terms and Conditions



Network:
Hotel_Czeczotka_Palace
Password:
CZECZOTKAPALACEHOTEL1#



Dear Guests, please be advised that smoking is strictly prohibited in hotel rooms.



CZECZOTKA PALACE APARTMENTS

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Welcome to Czeczotka Palace Apartments

Thank you for choosing our establishment.
Our staff is at your disposal throughout your stay.

Below you will find some general information:

- The reception is available 24/7
tel. **+48 605 821 131**
- Check-in starts at 4:00 PM, and check-out is by 12:00 PM the following day.
- Free Wi-Fi is available throughout the entire property:
Network name: Hotel_Czeczotka_Palace
Password: CZECZOTKAPALACEHOTEL1#
- Room cleaning is carried out every 3 days between 12:00 PM and 2:00 PM. For environmental reasons, bed linen is changed every 3 days. Daily linen change is available upon request. If you do not wish your room to be cleaned on a given day, please hang the **"DO NOT DISTURB"** sign on your door.
- An iron and ironing board are available upon request and will be delivered to your room.

We wish you a pleasant stay!
Management and Staff
Czeczotka Palace Apartments

Czeczotka Palace Apartments – Rules and Regulations

The Management of Czeczotka Palace Apartments presents the following rules and regulations.
Their observance ensures a peaceful and safe stay for all guests and defines the terms of service use.

§ 1 – Accommodation Rules

1. All rooms at Czeczotka Palace Apartments (part of Park Residence) are rented on a daily basis.
2. Check-in time is from 4:00 PM; check-out is by 12:00 PM.
3. If the length of stay is not specified, it is assumed the room is rented for one night.
4. Guests wishing to extend their stay must inform the reception by 10:00 AM on the day of departure. Extensions are subject to availability.
5. An additional guest in a double room may only be accommodated with the current guest's consent.
6. Guests may not transfer the room to others, even if the period paid for has not ended.
7. Unregistered visitors are not permitted in rooms between 10:00 PM and 7:00 AM.
8. Quiet hours are observed from 10:00 PM to 7:00 AM.
9. For fire safety reasons, guests may not use personal heating or fire-generating devices in rooms (e.g., electric heaters).
10. Upon departure, guests must return their room card/key. A fee of PLN 30 applies for lost/damaged cards; PLN 50 for keys.
11. The hotel reserves the right to refuse accommodation to guests who violated the regulations during previous stays, caused damage, or disrupted the stay of others.
12. Guests accompanied by pets must clean up after them both inside the apartment and on the premises. Pets are not allowed in the SPA & Wellness area.

§ 2 – Hotel Responsibilities

1. To ensure guests a safe and undisturbed stay, particularly by safeguarding guest information and refraining from entering rooms without consent (e.g., for cleaning or repairs).
2. Bed linen and towels are changed every 3 days in accordance with these regulations.
3. Prompt response to complaints or issues regarding the quality of services, equipment, or cleanliness.
4. Lost items found on the premises will be stored for 3 months. After this period, and if unclaimed, they will be donated or otherwise disposed of.

§ 3 – Responsibilities of the Parties

1. Liability for loss or damage to items brought by guests is governed by the Civil Code.
2. In the event of damage or loss, the guest must notify reception immediately for the claim to be valid.
3. The hotel is not liable for the loss or damage of valuables, money, documents, or items of scientific or artistic value unless stored in the hotel safe or reception deposit.
4. The hotel may refuse to store items that are hazardous, too valuable, or too large.
5. The hotel assumes no responsibility for guests' pets, items left in vehicles, or vehicle damage/theft.
6. Guests are financially responsible for any damage caused to the room, its furnishings, or equipment by themselves, their visitors, or their pets.

Data Protection Notice

1. The controller of your personal data is Manufaktura Czeczotka Sp. z o.o., based in Kraków, ul. Św. Anny 2 ("Administrator").
2. Data Protection Officer contact: Witold Kubica,
email: manager@apartamentyczeczotka.pl
3. Your personal data is processed for: fulfilling a contract or steps taken before entering into a contract, sending commercial information electronically, direct marketing of the Administrator's products/servi-