

**Basic principles and rules for the protection of personal data by SATEL – SLOVAKIA, s.r.o.
Hotel SATEL*****

Dear guests,

thank you for visiting our website.

SATEL - SLOVAKIA, s. r.o., with its registered office at Mnoheľova 825, 058 01 Poprad, ID No.: 31712797, has set itself the primary task of protecting personal data provided to the company by its clients in accordance with European Union Regulation 679/2016 and Act No. 18/2018 on the Protection of Personal Data. The company has taken all technical, organizational, and personnel measures to ensure the secure collection, processing, and storage of all personal data of the company's clients. The purpose of these measures is to ensure the protection of the personal data of the company's clients against unlawful forms of processing.

These principles and rules for personal data protection explain the processes of processing and storing personal data carried out by SATEL – SLOVAKIA, s.r.o.:

Reason for processing personal data:

The processing of personal data is necessary for the company to be able to:

- provide services and, for this purpose, process the personal data of clients, suppliers, business partners, employees, and other persons;
- fulfill legal and contractual obligations;
- protect the legitimate interests of the company, clients, and other persons.

Rules for obtaining and managing personal data:

- Only authorized persons within our company who are required to comply with the Personal Data Protection Policy and Rules have access to the personal data obtained.
- Personal data is provided to third parties exclusively on the basis of specific legal requirements, in particular to state authorities.
- We monitor accessible areas of the company premises with a camera system solely for the purpose of protecting the property of the company and its clients, public order, and the life and health of individuals. Security cameras are marked with a pictogram and a text warning.
- We have taken appropriate measures to ensure the protection and security of the personal data we process and use state-of-the-art information technology.
- We will only use the personal data you have provided to us in accordance with specific laws for the pre-determined purpose of fulfilling contractual obligations arising from the use of our services.
- We do not provide or disclose personal data to other operators who could use it for direct marketing purposes.
- We store the personal data provided in our information systems in accordance with legal regulations for a maximum period of 5 years from the date of acquisition.
- We do not provide or disclose personal data to other operators who could use it for direct marketing purposes.

Rules for data subjects:

The data subject has the right, upon written request sent to the company's address as the controller, to request in particular:

- confirmation of whether or not personal data about her is being processed
- information in a generally understandable form about the processing of personal data in the company's information system, in particular to the extent of: the company's identification data, the identification data of the intermediary if it processes personal data on behalf of the company, the purpose of processing personal data, the list or scope of personal data obtained, information on the voluntary nature or obligation to provide personal data, the legal basis for the use of personal data, third parties to whom personal data is provided, the group of recipients to whom personal data is disclosed, the form of disclosure if personal data is disclosed, third countries if personal data is transferred to third countries
- in a generally understandable form, accurate information about the source from which the company obtained her personal data for processing
- a list of their personal data that is subject to processing, in a generally understandable form
- the correction or deletion of their incorrect, incomplete, or outdated personal data that is subject to processing
- the destruction of her personal data whose processing purpose has ended
- the destruction of her personal data that is being processed if there has been a violation of the law
- the blocking of her personal data due to the withdrawal of consent before the expiry of its validity, if the company processes personal data on the basis of the consent of the data subject

The data subject also has the right, if they suspect that their personal data is being processed unlawfully, to file a motion with the Office for Personal Data Protection of the Slovak Republic to initiate proceedings on the protection of personal data. If the data subject does not have full legal capacity, their rights may be exercised by their legal representative. If the data subject is deceased, their rights under the Personal Data Protection Act may be exercised by a close relative.

If you have any questions regarding the processing of your personal data or the terms and conditions related to processing, you can contact us at: Hotel SATEL***, Mnoheľova 825, 058 01 Poprad or at the email address poprad@hotelsatel.com.

Revised on January 31, 2025