# **GDPR**

Please take the time to read the privacy notice.

## Who manages and processes your data?

The website, Hotel a Ubytovna U Nádraží, is operated by the company VORS spol. s r.o. (hereinafter referred to as the "Administrator"), ID No.: 14501201, registered office Dvořákova 161/14, 370 01 České Budějovice, registered in the Commercial Register, maintained by the Regional Court in České Budějovice, Section C, Insert 322

## Why do we collect information?

The information is collected to facilitate the booking process between the customer and the accommodation provider. To offer you additional services where you consent to such offers and/or to help us improve the process for future use.

## For what purposes do we collect information?

We process personal data that you provide to us in connection with the use of our services through our website or the websites of our business partners (e.g. discount portals, accommodation applications and portals), who are entitled to share the data in question with the Controller, where the Controller processes the data provided by third parties only to the extent necessary for the performance of contracts or legal obligations, such as:

- Conduct or support the operation of the booking process on the Administrator's or third parties' websites
- A request for an answer to a query sent from the administrator's website / or by email
- Lawful processing of personal data for the purpose of fulfilling the Administrator's obligations under Act No. 326/1999 Coll. on the Residence of Foreigners in the Czech Republic and on Amendments to Certain Acts, as amended, and Act No. 565/1990 Coll. on Local Fees, as amended
- Voluntary customer registration process for the newsletter
- Statistical use of the system for possible improvements
- There is no other use of the information collected, in particular the information is never passed on to third parties without consent

## Who has access to some or all of the information collected?

- The accommodation provider where your reservation will be made
- Website and booking form provider PREVIO s.r.o.
- Authorized institutions

# What personal data do we process?

The personal data you provide us by sending us an enquiry via the website, via the booking form provider, the data you provide us when booking your stay online or in person at the hotel reception when arranging your accommodation, these are:

- Name, surname
- Address of permanent residence
- Telephone number
- Email
- Date of birth
- ID card, passport and visa number
- Nationality

Personal data obtained through online booking or in person at the hotel reception when arranging accommodation will be stored exclusively for legal purposes. We are entitled to process this data without your consent and we keep it for 6 years after the end of the accommodation. We do not process the personal data collected during the enquiry and after answering your enquiry the personal data is deleted (unless we have another legal reason for processing).

# What access do we guarantee our visitors to the information we collect that concerns them?

Access to all personal data processed about our visitors is available on request at any time, and our visitors have the right to rectification or deletion, the right to lodge a complaint with the supervisory authority. Please note that personal data processed for legal reasons must be kept for a set period of time and cannot be deleted.

If you believe that our website or systems have collected incorrect information or you wish to dispute any information, please contact us. Please note that you may be asked to verify your identity when inquiring about the collection of information.

For more information, the Internal Regulations on the protection of personal data processed in the processor's company are available on request at the reception of the accommodation.

For further questions or to update your personal data, please contact the receptionist at: <a href="mailto:recept@hotelcb.cz">recepce@hotelcb.cz</a> or phone: +420 734 200 826

## **Cookie Terms**

## What are Cookies?

Cookies are small files that store information in your browser and are commonly used to distinguish individual users. However, the user is not identifiable on the basis of this information.

#### What we use cookies for:

- to ensure that our site is working properly so that you can complete the booking process with the least possible inconvenience
- to find out which pages and features visitors use most often.

### What cookies we use:

The cookies used on our website can be divided into two basic types in terms of their durability. Short-term "session cookies" which are only temporary and remain stored in your browser only until you close your browser, and long-term "persistent cookies" which remain stored on your device for much longer or until you manually delete them (the length of time cookies remain on your device depends on the setting of the cookie itself and your browser settings).

## In terms of the function that each cookie performs, cookies can be divided into:

- conversion, which allows us to analyze the performance of different sales channels
- tracking, which in combination with conversion helps to analyze the performance of different sales channels
- remarketing, which we use to personalize the content of ads and target them correctly
- analytics that help us improve the user experience of our website by understanding how users use it
- essential, which are important for the basic functionality of the site

Some cookies may collect information that is subsequently used by third parties and which, for example, directly supports our advertising activities (so-called "third-party cookies"). However, you cannot be identified by this information.

The cookies we use allow us to improve our website.

If you do not want to receive cookies, you can adjust your browser settings. The Help function directly in your browser explains how to change these settings.

Please note that by blocking cookies, you may not be able to take full advantage of all the features of this website, in particular the use of the booking engine to complete your booking.