

INFORMATION NOTE ON THE PROCESSING
OF PERSONAL DATA

Please be advised that our customers' right to privacy and personal life is respected through all the specific activities carried out in our company. That is why we have set out to present in a transparent way the manner in which we use and process your personal data.

First of all, we inform you that **Brancoveanu Glamping**, situated in Costesti, Izvorasului Street, Varatici, Valcea county, web: www.brancoveanuglamping.com email: brancoveanuglamping@gmail.com is managed by the commercial company **BRANCOVEANU COMPLEX SRL**, based in the village of Varatici, the Commune of Costesti, Mlaciului street no. 76, Valcea county, registered in the Trade Register under no. J38/502/15.04.2021, having the unique registration code: 44125634 and performs activities of accommodation for holidays and short periods.

BRANCOVEANU COMPLEX SRL greatly values the protection of the personal data provided to us by direct communication, electronically by any natural person interested in the services of our company (customer/possible customer) and by our collaborators (the booking sites). In the conduct of the company's object of activity, it is only the authorized personnel who have access to the concerned individuals' personal data and only for the necessary actions.

In compliance with the provisions of the Regulation (EU) 2016/679 of the European Parliament and Council on the protection of natural persons with regard to the processing of personal data and the free movement of such data, our company makes sure to protect the integrity, confidentiality and safety of the personal data made available by the recipients of our services.

BRANCOVEANU COMPLEX SRL processes the personal data provided by you with a view to processing the customers' registration, their requests and to performing the following services and activities, as applicable:

- the completion of the booking requests by means of the online or offline booking systems used by the Company (telephone, email, front desk, booking etc);
- offering and providing accommodation, leisure and food services;
- invoicing the accommodation services and other related services, drawing up the accounting statements and tax returns;
- solving the customers' requests, queries, complaints;
- other related activities according to the scope of activity.

The normative acts governing our activities and the responsibilities we are bound to observe as provider of accommodation services are the following:

- the Government's Decision no. 237/2001 for the approval of the rules concerning the tourists' access, recording and protection in tourist facilities, republished;
- the Government's Ordinance no. 58/1998 on the organization and conduct of the tourism activities in Romania;
- Law no. 227/2015 with regard to the Fiscal Code;

- the Order of the Ministry of Public Finance no. 2634/2015 regarding the accounting financial documents;
- the Government's Emergency Ordinance no. 97/2005 concerning the Romanian citizens' recording, domicile, residence and identity documents, approved by the Law no. 290/2005, republished with the subsequent amendments and additions;
- the Government's Decision no. 1.375/2006 for the approval of the methodological rules of unitary implementing of the legal stipulations regarding the Romanian citizens' recording, domicile, residence and identity documents;
- the Government's Decision no. 839/2006, concerning the form and content of the identity documents, of the sticker regarding the establishment of the residence and of the register of tenants;
- any other normative acts in force with impact on the company's field of activity.

The policy of the company **BRANCOVEANU COMPLEX SRL** with respect to the protection and safety of personal data is to collect, as per Article 6 paragraph 1 letters b), c) and f) from the Regulation (EU) 2016/679 of the European Parliament and Council, only those personal data absolutely necessary for the fulfillment of the following purposes: for pre-contractual actions or for the performance of a Contract (providing accommodation, meals or other events organized in the tourist complex **Brancoveanu Glamping**) and for the fulfillment of our obligations as provider of tourist services (drawing up and registration of the guest arrival and departure sheet, the issuing of invoices for accommodation and other related services, the accounting records, the financial management, etc.)

Our customers are bound to provide the required personal data at the moment of booking by phone or Whatsapp, or at the moment of accommodation in the complex by filling in the guest arrival and departure sheet, their data being necessary for attaining one or more purposes of those mentioned above. Your refusal to communicate your data makes it impossible for us to provide you with accommodation or to fulfill the accommodation formalities and the payment of the tourist services.

For the fulfillment of the aforementioned purposes, our company processes the following personal data:

- surname and first name(s), personal identification number (for invoicing),
- date of birth, place of birth, citizenship,
- domicile, series and number of the identity card/passport,
- phone number, email address,
- bank details (if payment is done by credit card, if the customers use the online booking platforms of the operators, such as Booking).

Data are disclosed to third parties in compliance with the legal provisions, being transmitted only for the purpose of carrying out their legal obligations to the state authorities defined by law, namely the National Agency for Fiscal Administration, the Ministry of Home Affairs, the

Ministry of Tourism, the National Institute of Statistics or other control competent authorities, if applicable.

The personal data are processed throughout the contractual relationship of services that we provide to our customers and after the end of it, until the expiration of the legal archive terms, that is, only as long as it is necessary so that the legal requirements can be met by the company or its authorized representatives.

In pursuance with the Regulation (EU) 2016/679 of the European Parliament and Council and the stipulations of the national legislation on the protection of natural persons with regard to the processing of personal data and the free movement of such data, the persons concerned enjoy **the right to access, the right to rectification, the right to opposition, the right not to be subject to an individual decision, the right to delete the data, the right to restrict the processing, the right to data portability, under the conditions foreseen by the Regulation.**

In addition, the persons concerned **have the right to withdraw their consent any time**, as long as the operation of the data processing is based on their consent, without affecting the legality of the processing done on the basis of their consent before having been withdrawn (pursuant to Article 7 (3) of the GDPR).

In order for you to exercise your rights under Articles 13-22 and Article 7 (3) of the GDPR, as set forth above, you can send a dated and signed written application, by:

- post to the registered office of **BRANCOVEANU COMPLEX SRL** from the Village of Varatici, the Commune of Costesti, Mlaciului street no. 76, Valcea county
- **email to:** brancoveanuglamping@gmail.com

If you transmit such a request regarding the exercise of your right with respect to personal data protection, your letter will be answered within 30 days under the terms of the GDPR, and if you think that your rights related to personal data protection have been violated, you can contact the National Authority for the Supervision of Personal Data Processing (www.dataprotection.ro).

This notice can undergo an amendment due to the likely legislative changes in the field of personal data protection and the free movement of such data. In this case, our customers will be notified in time of such amendments and they will be asked for a new consent if the amendments affect some processing based on their consent.