**Communication to meet the duty of information – guests**

The company BOHEMI, spol. s ro, ID: 18630120, registered office Uhříněveská 12, 252 43 Průhonice ("Administrator") handles personal data in accordance with the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016, the General Regulation on the Protection of Personal Data ("GDPR") and other legislation.

Based on applicable laws and regulations, and in order to meet these legal obligations, the following personal data are processed:

The archiving of personal data of the guests is governed, inter alia, by Article 101 of Act No. 326/1999 Coll., On the Residence of Aliens in the Czech Republic, which imposes an obligation on the property owner to keep a house book and keep it for 6 years since the last registration. Pursuant to Act No. 565/1990 Coll., On Local Fees, the organization maintains a written book in which it records the duration of the accommodation, the purpose of the stay (the purpose and time is not recorded in the Book of Accommodation Fee), name, surname, address permanent residence or permanent residence abroad and the identity card or travel document number of the natural person who provided the accommodation. Entries to the Book of Records are kept clear and comprehensible and chronologically arranged. The record book is kept for 6 years from the last record.

Personal Data will be handled manually and automated by the Administrator directly through his / her authorized staff and through processors authorized by the Administrator under personal data processing contracts.

The subjects of the recipients to which the data subject’s personal data may be made available are sub-contractors (IT and accounting).

Personal Data will be processed by the Administrator for 6 years.

The data subject has the right to access his / her personal data processed by the Administrator, their correction or deletion, or limitation of processing, and the right to object to processing.

The Data Entity also has the right to obtain from the Administrator personal data relating to the data subject and which the data subject has provided to the Administrator. Upon request of the data subject, the controller shall provide the data subject without unnecessary delay in a structured, commonly used and machine readable format, or provide it to another unambiguously appointed administrator at the request of the data subject. This right does not apply to personal data that is not processed automatically.

The administrator does not intend to provide personal data to third countries.

If the data subject considers that unauthorized processing of his or her personal data is involved, he or she may address a complaint to the supervisory authority, which is the Office for Personal Data Protection (www.uoou.cz) for the territory of the Czech Republic.

**Contact Manager Information**

BOHEMI, spol. s ro - Parkhotel Průhonice, Uhříněveská 12, 252 43 Průhonice, company ID: 18630120
E-mail: manager@parkhotel-pruhonice.cz