

## **Personal Data Processing Rules of ELISIS s.r.o. (operator of Wellness Hotel Spark\*\*\*\*)**

These personal data processing rules of ELISIS s.r.o., the operator of Wellness Hotel Spark\*\*\*\* (hereinafter referred to as the "Facility"), ID No. (IČO): 48261505, with its registered office at ELISIS s.r.o., 90068 Plavecký Štvrtok 520, registered in the Commercial Register of the District Court Bratislava I, Section: Sro, Insertion No. 105535/B (hereinafter referred to as the "Operator"), govern the principles of processing the personal data of visitors to the Facility and the website [www.hotelspark.sk](http://www.hotelspark.sk), as well as clients of the Facility's reservation system (hereinafter referred to as the "Website").

This specifically applies to clients of the Operator who subscribe to the newsletter, fill out data in the reservation form, fill out data to order gift vouchers, fill out data to order food for delivery or personal pickup, fill out data to process a reservation and provide wellness services, fill out data to process a reservation and provide accommodation services, or contact us via the contact form (hereinafter referred to as the "Customer"), as well as accommodated and non-accommodated guests (hereinafter referred to as the "Guest").

When processing personal data, ELISIS s.r.o. acts as a data controller and thus determines the purpose and means by which the personal data will be processed.

### **1. Data Processed Without the Guest's Consent (Statutory Obligation)**

Pursuant to Act No. 108/2018 Coll., amending and supplementing Act No. 404/2011 Coll. on the Residence of Foreigners and on amendments and supplements to certain acts as amended, and Act No. 253/1998 Coll. on Reporting the Residence of Citizens of the Slovak Republic and the Register of Inhabitants of the Slovak Republic, the Company processes the following data **without the consent of the Guest:**

- First name and surname
- ID card or passport number
- Date of birth
- Permanent residence address

### **2. Data Processed with the Guest's/Customer's Consent**

The Facility processes contact details consisting of a telephone number, e-mail address, temporary residence address, or contact address **with the consent of the data subject**. By filling out the registration card, or by reporting or sending the data to the reception staff, the Customer grants consent to the processing of this data.

### **Newsletter and Marketing**

The Company processes contact data within the scope of e-mail address, first name, and surname for the purpose of registration to receive commercial communications, news, and offers sent to subscribers via a newsletter. In this case, processing takes place solely on the basis of the data subject's consent. Consent to the processing of this data is granted during the newsletter subscription registration on the hotel's website, or when booking accommodation and/or reserving non-accommodation hotel services. This consent can be revoked at any time by clicking the relevant link located in every commercial communication, or by directly contacting the e-mail address: [office@hotelspark.sk](mailto:office@hotelspark.sk).

## **Accommodation Booking Form**

The Company processes contact data within the scope of e-mail address, first name and surname, title, address, arrival date, departure date, telephone number, room type, and special requests for the purposes of accommodation reservations via the reservation form on the hotel's website. Consent to the processing of this data is granted while filling out this form. This consent can be revoked at any time at the e-mail address: **office@hotelspark.sk**.

## **Gift Vouchers and Other Services**

The Company processes contact data within the scope of e-mail address, first name and surname, title, telephone number, and address for the purposes of maintaining records of gift voucher orders and/or other services provided by the hotel (such as massage reservations, food orders for delivery, etc.) on the hotel's website. Consent to the processing of this data is granted while filling out this form. This consent can be revoked at any time at the e-mail address: **office@hotelspark.sk**.

## **3. Provision of Data to Third Parties**

Your personal data that we process may also be provided to third parties. These include:

- Payment gateway provider (**Global Payments**) and banks, for the purpose of processing payments.
- Reservation system providers.
- The accounting firm.
- Foreign Police (Cudzinecká polícia), the municipality, and the tax office.

The revocation of consent does not affect personal data processed on the basis of a legal obligation of the Operator. Provided personal data may continue to be processed for archiving and statistical purposes.

## **4. Data Retention Period**

- Data necessary for the performance of a contract are stored for the duration of the contractual relationship.
- Accounting documents are archived for a period of **10 years**.
- Marketing data are kept until consent is revoked, but for a **maximum of 5 years**.

Personal data processed by the Operator on the basis of granted consent will be deleted in the event that consent is revoked.

## **5. Rights of the Data Subject**

The data subject has the right to request from the Operator access to the provided personal data, the right to rectification of personal data, the right to erasure of personal data, the right to restriction of processing of personal data, the right to object to the processing of personal data, the right to data portability, and the right to initiate proceedings pursuant to Act No. 18/2018 Coll. on the Protection of Personal Data.

## **6. CCTV Monitoring (Camera System)**

Certain outdoor as well as indoor publicly accessible areas of the hotel are monitored by a camera system for the purpose of protecting the Operator's property. By entering the Operator's property, you grant consent to the monitoring of these areas during your presence.

## **7. Cookie Files**

Our website uses cookies to ensure functionality (the reservation process) and for analytical purposes. You can configure the use of optional cookies in your browser or via the cookie banner on the website.

## **8. Contact Information and Final Provisions**

Questions regarding the protection of personal data processed by Wellness Hotel Spark should be sent electronically to the e-mail address: **zodpovedna\_osoba@hotelspark.sk**, and will be handled by the data protection officer.

These principles become effective upon publication on the hotel's website [www.hotelspark.sk](http://www.hotelspark.sk), and the Operator reserves the right to amend them in the event of legislative changes. This document is a translation of the Slovak original, which is publicly accessible at [www.hotelspark.sk](http://www.hotelspark.sk). In the event of any discrepancy, the Slovak version shall prevail, take precedence, and be governing and decisive in the case of any ambiguity.