

## **Information notice, before collecting personal information of the guest in the Dynasty LLC apartment.**

This notice informs the guests of whom the personal data is collected.

### **1. Information of the trading company Dynasty LLC, which processes the data:**

Dinastija LLC office 52100Pula, Giardini 3, OIB 59878127645, head of company Aleksei Nikiforov, Fazana, Brace Ilic 106, OIB 07750696664

### **2. Purpose of treatment:**

Personal information of the guest is collected by the company in accordance with the Laws of Tourism and Tourism Tax for the registration of a guest in the apartment.

### **3. About users and/or categories of users personal data:**

The user is an individual or legal entity, a government or other entity, who can use personal data to perform legal actions (registering a guest with eVisitor)

The rules on keeping the list of guests and in accordance with the model of tourist registration in the tourism section (NN 126/15) states that registration is performed on the basis of personal data from a passport or identity card or any other identification document.

eVisitor is a program that uses a high degree of protection -TAN list which has a 3-stage protection of personal data.

### **4. On the voluntary or mandatory use of personal data:**

This notice shall notify the guest of the mandatory provision of personal data for the implementation of the Tourism Act, the Tourism Tax Law and Personal Data Protection Act and other by-laws.

### **5. How personal data collected and used:**

All personal details of the guest are collected verbally or in writing from the guest's side or with the help of a personal document. Collected personal data is used for the fulfillment of the legal duties of Dinastija LLC before state bodies.

### **6. To what extent personal data is used:**

Personal data is used until the legal duties of Dinastija LLC have been fulfilled.

## **7. Personal guest data used in processing:**

- Guest number on the list
- Name and Surname
- Sex
- State and date of birth
- Nationality
- Type and number of the document
- Address
- Type of Service
- Check-in and check-out dates

## **8. Each guest has the rights:**

- **The right to openness and access of personal data.**

At the request of the guest or his legal representative, the person responsible for the collection of personal data must, within 30 days after receiving the application, ensure the guest's right to receive in writing or electronically an informative and clear explanation about the use of his personal data.

- **Right to correction and obliteration.**

In the event that the person in charge notices that the personal data is inaccurate or incomplete, it must be corrected or erased, which should be reported to the person whose personal data is involved.

The guest has a right to request the removal of personal data in the following cases:

- Personal data is no longer needed for what was collected
- The guest will revoke the consent to the processing of personal data (if the processing of data is based on consent)
- The guest will impose a ban on the processing of personal data and the responsible person will not be able to prove the need for processing personal data
- Personal data is illegally processed
- Such duty arises under the law of the EU or RH
- Personal data collected in connection with the proposal of the information firm.

- **Right to limit processing and data transfer.**

The guest has a right to receive his personal data which he previously provided to the responsible person in a structured, usually usable and readable format for the purpose of transfer to another person without the obstructions by the responsible person if the processing is automated and is based on a statement or contract.

- **Right to Complaint.**

The guest has a right, on the basis of his personal situation at any time, to file a complaint about the processing of personal data related to him.

The responsible person can no longer process personal data unless the person in charge proves that there are valid legal reasons for processing in order to comply with the interests of the rights and freedoms of the Guest or to enforce or protect legal decisions.

**Dinastija applies technical, personnel and organizational measures to protect personal data from cases of employee abuse and confidentiality of personal data**

**In the appendix to this notice there is a statement of confidentiality**