

## PRIVACY POLICY FOR GUESTS OF NGL ADVISORY SP. Z O.O.

As our guests, we process your personal data in order to verify persons entering and staying in the premises of NGL Advisory sp. z o.o., which is connected with image processing through a functioning video surveillance system. Below you will find detailed information about the processing of your personal data.

1. The administrator of personal data provided by you is NGL Advisory sp. z o.o. with its registered office in Warsaw, entered into the Register of Entrepreneurs of the National Court Register kept by the District Court for the Capital City of Warsaw, 12<sup>th</sup> Commercial Division under KRS number: 0000743363, holding NIP number: 7010837186, REGON number: 380926088, with a share capital of PLN 10,000, hereinafter referred to as **NGL Advisory**.
2. In all matters relating to the protection of personal data, including in order to exercise your rights, you can contact us electronically at the address: [GDPR@nglservices.pl](mailto:GDPR@nglservices.pl).
3. The personal data provided will be processed by NGL Advisory in order to carry out legitimate interests related to ensuring security on the premises of the hotel, protection of legally protected property and secrets and verification of guests.
4. The recipients of the data may be cooperating with the administrator of companies providing ICT services, suppliers of technical equipment and companies from Grupa NGL.
5. Guest data will be stored:
  - (a) for the period related to the statute of limitations of possible claims,
  - (b) in the case of video monitoring records - for a period of 3 months, unless they are transferred as part of ongoing judicial or administrative proceedings.
6. Everyone has the right, with the limitations specified in the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC, to access the content of the data provided by them and the right to rectify, erase, limit the processing, the right to transfer data, object to the processing of data, as well as the right to lodge a complaint with the President of the Office for Personal Data Protection.
7. The provision of personal data is voluntary, however, it is necessary to ensure security and protection at NGL Advisory's premises and to verify guests.