

Rules and Privacy Policy of the “Osada Miodowe Domki” Settlement

§ 1. GENERAL PROVISIONS

1. These Rules set out the terms and conditions of short-term (daily) rental of units at the “Osada Miodowe Domki” facility, Murzasichle, Gutowa 6b, 6c, 6d, 6e.
2. The following terms used in these Rules shall mean:
 - a) **rental price** – the total cost of renting a cottage under a daily rental,
 - b) **unit** – a residential cottage intended for rental, described in the offer as a “Cottage”,
 - c) **rental** – a daily rental, i.e., making the unit available by the Lessor for temporary use (for up to 21 days) by the Tenant for short-term accommodation in exchange for an agreed fee,
 - d) **Tenant** – the person making a reservation or who has entered into a rental agreement for the unit,
 - e) **Lessor** – Osada Miodowe Domki – Murzasichle – Gutowa 6b, 6c, 6d, 6e.

§ 2. RESERVATION

1. A reservation for renting a unit may be made:
 - a) by phone at: +48 570 692 277, +48 600 967 663
 - b) by e-mail at: miodwedomki@gmail.com
 - c) via the booking system on our website
 - d) via booking portals of the Lessor’s partners (booking.com, olx, and others)
2. When making a reservation, the following details must be provided: arrival and departure dates, personal and contact details, the number of persons staying in the unit, and information on pets (how many and what kind).
3. A reservation is effective once it is confirmed by the Lessor and the **reservation/security deposit** is paid in the amount and by the deadline indicated during the booking process. The reservation fee must be paid in the manner indicated during the booking process.
4. The reservation/security deposit **does not constitute an advance payment** toward the rental price. The remaining amount due as the rental price must be paid no later than before the start of the rental, in the manner indicated during the booking process.
5. The person making the reservation must be at least 18 years of age.
6. If the Tenant shortens their stay, the rental price for the unused period is non-refundable.
7. The cost of cancelling a reservation depends on the terms of the offer and the time remaining until the reserved date. Unless otherwise stated:
 - cancelling up to 14 days before the stay is free of charge; the Lessor shall refund the full reservation/security deposit within 7 business days,
 - if cancellation occurs from the 14th day before the start of the stay or on the arrival day, the Lessor has the right to retain the paid reservation/security deposit.

8. The Tenant is responsible for correctly completing all information in the booking process. The Lessor is not responsible for an incorrect choice of arrival/departure date or incorrect data provided by the Tenant.
9. The above reservation and cancellation rules do not apply to reservations made via booking portals of the Lessor's partners, only where different rules have been agreed for those partners.
 - a) The currency is the Polish zloty (PLN). Any additional fees related to making payments (including currency conversion) are borne by the Tenant.
 - b) After selecting an offer, the Tenant indicates the stay dates and then completes a booking form providing personal data and any reservation remarks.
 - c) After completing and submitting the form, the Tenant must pay the reservation fee using one of the available payment methods. The reservation fee may amount to 100% of the rental price.
 - d) A reservation becomes effective once confirmed by the Lessor. The confirmation will be sent to the Tenant by e-mail (to the address provided during booking) or by SMS to the contact phone number provided.

§ 3. ACCOMMODATION

1. The hotel day lasts from 16:00 to 11:00.
2. Key collection and return – the keys are located in a safe on the cottage door. The Tenant will receive the safe code after paying for the stay.
3. When collecting the keys, the Tenant must present identity documents (ID card, passport, or driving licence) for themselves and for the persons who will be staying in the unit, and must clearly complete registration cards for all persons staying in the unit. The Tenant must clearly sign their own card. Refusal of any of the above may result in the keys not being issued to the Tenant.
4. The Lessor reserves the right not to issue keys to Tenants under the influence of alcohol or intoxicants, or behaving aggressively and thus posing a direct threat to others and/or property. The same applies to persons without an identity document.
5. If the Lessor receives no remarks regarding any damage in the cottage or cleanliness within 30 minutes after receiving the keys/entry code, it means the Lessor has no objections regarding the entire unit.
6. The Tenant must vacate the unit and return the keys on the last day of the rental as per the reservation, no later than 11:00. If the unit is not vacated by that time, the Tenant will be charged an additional fee of PLN 500.00 for each subsequent started hour of staying in the unit, unless the Tenant has previously obtained the owners' consent for a free late check-out after 11:00. When leaving, the Tenant must lock the unit and place the key back in the safe.
7. If the unit is not vacated by 11:00 and the Tenant is not present in the unit at that time, the Lessor's staff are entitled to enter the unit in the Tenant's absence, pack the Tenant's belongings and move them to a safe place. In such a case the Tenant will be charged an additional fee of PLN 700.
8. It is forbidden to use open flames in the cottage (e.g., candles, kerosene lamps, gas lamps, etc.).

9. In the event of deterioration of condition, damage or destruction of the unit or common parts of the building caused by the Tenant or persons staying with the Tenant (even unintentionally), as well as to cover the costs (fines, additional charges) described in §4 and §5 of these Rules, the Lessor reserves the right to retain the reservation/security deposit. The Tenant must notify the Lessor of any damage immediately after discovering it.

10. Cottage equipment:

- **Living room** – sofa bed, table with chairs, coffee table, rug, curtains, window blinds, ironing board, terrace deckchairs
- **Kitchen**
Appliances: fridge with freezer, induction hob, extractor hood, dishwasher, oven and/or microwave, electric kettle, coffee machine
Kitchen utensils and tableware:
 - cutlery – 10 pcs each
 - kitchen utensils
 - wine/bottle/can opener – 1 pc
 - scissors – 1 pc
 - large and small cutting knife – 1 pc each
 - wooden spatula/spoon – 1 pc each
 - mugs for coffee/tea/milk – 10 pcs
 - wine glasses – 10 pcs
 - vodka glasses – 10 pcs
 - “literatki” shot glasses – 10 pcs
 - deep plate, small flat plate – 10 pcs each
 - bowls – 10 pcs
 - large/medium/small pots with lids and a milk saucepan
 - large and medium frying pans
 - chopping boards – 2 pcs
 - large and small colanders
 - glass bowl – 1 pc
 - plastic bowl – 1 pc
- **Downstairs bathroom** – shower, WC, countertop with washbasin, mirror, ladder towel radiator, ceiling clothes dryer, window blinds, washing machine (6c, 6e), washer-dryer (6b)
- **Upstairs bathroom** – shower or washing machine (6d), WC, cabinet with washbasin, dryer, WC, mirror, (ladder towel radiator – 6b, 6c)
- **South bedroom** – double bed 160×200, sofa bed (6b, 6d), extra bed (6b), table and chairs, bedside tables, wardrobe, curtains, window blinds
- **North bedroom** – 2 × beds 80×200 (double arrangement), wardrobe, window blinds, curtains
- **Hallway** – wardrobe, mirror, coat area with hangers, thermal curtain, window blinds, iron, 3 waste-sorting bins

- **Storage under the stairs** – heat pump, control systems, vacuum cleaner, mop and bucket
- 11. The reservation/security deposit is returned at check-out after the Lessor (or an authorised person) checks the condition of the unit. If deterioration, damage, or destruction is found, the deposit is retained until the amount of damage is determined.
- 12. If the damage caused by the Tenant exceeds the deposit value, the Tenant must fully cover the damage amount. Compensation includes both losses incurred by the Lessor and benefits the Lessor could have obtained if the damage had not occurred.
- 13. The Tenant bears financial liability for missing, damaged, or destroyed items, furnishings, and technical equipment of the unit and the facility, arising from the Tenant's fault or the fault of the Tenant's visitors.
- 14. Minors may stay in the unit only with the consent of their parents or legal guardians.

§ 4. CONDITIONS OF USING THE UNIT

1. Quiet hours apply in all buildings of the Osada Miodowe Domki settlement and on its premises from 22:00 to 07:00. In case of violating quiet hours, the Tenant will be obliged to cover the costs of any intervention by the services called.
2. The behaviour of persons using the Lessor's services must not disturb other Tenants. The Lessor may refuse to continue providing services to a person who violates this rule.
3. A strict ban on smoking tobacco and using illegal intoxicants applies in every unit. Violation of this ban by persons staying in the unit results in a fine of PLN 1,000.00 imposed on the Tenant. Irrespective of the fine, the Tenant will be charged the costs of restoring the unit to its previous condition, e.g., dry cleaning of upholstered furniture and other fabrics or their replacement, ozonation of rooms.
4. Stay of children up to 3 years old is free of charge.
5. Pets are allowed only after prior arrangement with the Lessor and may involve an additional fee. More information is available during booking.
6. In units equipped with fireplaces, use is at the user's own responsibility and risk. Fireplaces may be used only as intended. When using a fireplace, the following rules must be observed:
 - a) do not allow the fireplace to overheat,
 - b) do not leave a fire in the fireplace overnight,
 - c) do not leave a fire in the fireplace when leaving the cottage,
 - d) only fuel intended for biofireplaces is permitted (burning rubbish, etc., is prohibited).
7. For fire safety reasons it is forbidden to use heaters, irons, and other electrical devices not provided as equipment of the unit. This does not apply to chargers and power supplies for RTV equipment and computers.
8. The Tenant's guests may stay in the cottage only from 06:00 to 22:00 and only after prior notice to the Lessor. The Tenant must inform the Lessor when the guests leave the unit. If the Tenant's

guests remain in the unit after 22:00, the Tenant will be charged a lump-sum penalty equal to twice the daily rental price.

9. Any parties, social gatherings, etc., are possible only after prior agreement with the Lessor, obtaining their consent, and accepting the financial terms.
10. Extending the stay is possible after the Tenant notifies the Lessor in advance and the Lessor confirms the possibility of continuing the rental.
11. If there is a suspicion of violation of these Rules or suspicion of committing a crime or offence, the Lessor has the right to enter the unit at any time.
12. If the Tenant violates these Rules, the Lessor may terminate the rental agreement with immediate effect, retaining the agreed rental price.

§ 5. TENANT'S RIGHTS AND OBLIGATIONS

1. The Tenant has the right to view the standard and hotel conditions before check-in.
2. After check-in, the Tenant accepts the standard and hotel conditions, without the possibility of obtaining a refund of the fee for the Tenant's stay at the settlement.
3. The Tenant must maintain and return the unit in an undeteriorated condition. Rearranging furniture and household/RTV appliances is prohibited. For non-compliance, the Tenant will be charged an additional service fee of PLN 500 net.
4. Cleaning of the unit or replacement of towels and bed linen is possible after prior arrangement with the Lessor and payment according to the agreed price list. Cleaning is provided under the terms set out in § 7.
5. The Tenant may use the grill free of charge in the designated place. The grill may be lit only with charcoal intended for this purpose, which the Tenant must obtain at their own expense. Violation results in a fine of PLN 1,000.00 imposed on the Tenant.
6. The Tenant may light a campfire in the prepared place on the settlement premises after obtaining prior consent from the Lessor.
7. The Tenant may not sublet the unit or allow third parties to use it free of charge.
8. The Tenant may use the playground at the settlement free of charge under the rules set out in the "Wikilandia" Playground Rules. Use of the playground is only allowed under the supervision of parents/guardians. Parents bear full responsibility for safety and for any consequences of their children's actions.
9. purposes, in particular commercial or advertising, is possible only with prior consent of the Lessor and on financial terms agreed with the Lessor, under pain of liability for damages.
10. The Tenant may not make any alterations or other permanent changes in the unit.
11. The Tenant may not replace locks or make duplicate keys for the rented unit.

12. If the Tenant loses or destroys the keys, the Tenant must pay an additional fee of PLN 500.

§ 6. LESSOR'S RIGHTS AND OBLIGATIONS

1. The Lessor is not responsible for items left by the Tenant during the rental or after it ends. If items are left after the rental, the costs of storage and maintaining them in proper condition, as well as the costs of delivery to the Tenant, are borne by the Tenant.
2. The Lessor is not responsible for damage to or loss of a car left in the "Osada Miodowe Domki" parking area.
3. The Lessor is not responsible for inconveniences during the Tenant's stay related to: noise from other units, from the street, or construction/finishing works that may be carried out within buildings and around them.
4. The Lessor is not responsible for interruptions in utilities (e.g., electricity, water, Internet, TV) due to reasons beyond the Lessor's control.
5. The Lessor bears no legal/civil liability for claims in the event of accidents, bodily injury, or death of the Tenant or third parties on the premises of the units or the settlement property during the Tenant's stay.
6. The Lessor reserves the right to change the unit reserved by the Tenant to another unit of the same or higher category at the agreed rental price.
7. The Lessor may refuse admission to a person who grossly violated the rules during a previous stay.
8. The Tenant must immediately report any defects and failures after discovering them to the Lessor by phone at: +48 570 692 277, +48 600 967 663.

§ 7. CLEANING

1. Any additionally purchased cleaning service will be performed on the days and at the times agreed between the Lessor and the Tenant. Requests can be made at any time during the rental to the Lessor.
2. The Lessor is liable for damage to the Tenant's property arising in connection with the performance of the cleaning service, limited exclusively to financial loss.
3. The Lessor is not responsible for unsecured valuables (jewellery, laptops, photographic equipment, phones, etc.).
4. The Lessor is responsible for actions or omissions of persons entrusted with providing cleaning services, as for the Lessor's own actions.

§ 8. COMPLAINTS

1. If shortcomings in the quality of services are found, Tenants may submit a complaint by e-mail to: miodowedomki@gmail.com

2. The Lessor will inform the Tenant by return e-mail about the manner of handling the complaint within 14 days from the date the Lessor receives the complaint.
3. In the case of complaints regarding additional services sold in Packages, a complaint submitted as above will be forwarded to the Lessor's partners providing those services.

§ 9. PERSONAL DATA PROCESSING

By making a reservation at the "Osada Miodowe Domki" facility, the Tenant consents to the inclusion of their personal data in the database. The data will be processed only for the purpose of completing the reservation, facilitating future reservations, and for marketing purposes, in accordance with the provisions of the Personal Data Protection Act of 29 August 1997. The data will not be transferred to or sold to any third parties.

§ 10. GDPR INFORMATION CLAUSE REGARDING PERSONAL DATA PROCESSING

Pursuant to Article 13 of the General Data Protection Regulation of 27 April 2016 (OJ EU L 119 of 04.05.2016), we inform you that:

1. Personal Data Controller

The controller of your personal data is:

D&D Pro Sp. z o.o.

ul. Gutowa 6E
34-520 Murzasichle

For matters related to personal data protection (Data Protection Officer), you may contact us by e-mail: miodowedomki@gmail.com or by phone: +48 570 692 277, +48 600 967 663.

2. Purposes and Legal Bases of Processing

Your personal data is processed for the following purposes:

- Performance of the rental agreement – to take actions necessary to conclude and perform the cottage rental agreement (legal basis: Art. 6(1)(b) GDPR).
- Compliance with legal obligations – to fulfil obligations under law, including financial and tax reporting (legal basis: Art. 6(1)(c) GDPR).
- Legitimate interest of the Controller – for possible pursuit of claims, defence against claims, and for archival and statistical purposes (legal basis: Art. 6(1)(f) GDPR).
- CCTV monitoring – to ensure the safety of persons and property on the settlement premises (legal basis: Art. 6(1)(f) GDPR – legitimate interest of the Controller).

3. Scope of Processed Data

We process data necessary to perform the agreement, such as: first name, last name, residential address, e-mail address, phone number. As part of monitoring, your image is also processed (outdoor video recordings).

4. Information on CCTV Monitoring

We inform you that the outdoor area of the "Osada Miodowe Domki" facility (parking area,

cottage entrances, recreation area) is covered by a CCTV system. Camera recordings are used solely to ensure safety and protect property. Video recordings are stored for a maximum of 20 days, unless they constitute evidence in legal proceedings—in which case this period may be extended.

5. Data Recipients

Recipients of your personal data may include:

- entities authorised to obtain personal data under applicable law (e.g., public authorities, police in case of incidents);
- entities providing legal, IT, or postal services on our behalf.

6. Data Retention Period

Your personal data will be stored for the period necessary to perform the rental agreement, and after its end for the period required by law (e.g., storage of tax documentation: 5 years) or until limitation periods for possible civil claims expire. Monitoring data is stored for the period indicated in point 4.

7. Rights of the Data Subject

You have the right to:

- access your data and obtain a copy;
- rectify (correct) your data;
- erase, restrict processing, or transfer data (unless other laws prevent it);
- object to processing (where processing is based on legitimate interest, including monitoring);
- lodge a complaint with the President of the Personal Data Protection Office (PUODO) if you believe processing violates GDPR.

8. Voluntary Provision of Data

Providing personal data is voluntary, but necessary to conclude and perform the cottage rental agreement. Without providing this data, the service cannot be delivered.

§ 11. FINAL PROVISIONS

Before making a reservation at “Osada Miodowe Domki”, the Tenant is obliged to read these Rules. Reserving a unit is tantamount to accepting these Rules and consenting to the conditions contained herein.