

## Personal data protection policy

The protection of personal data that you entrust is very important to us. That is why we make every effort to protect your privacy when using our services in the website <https://simplykrakow.com>

In this document, you will read how we use and process your personal data (“data”) and how to contact us if you have questions regarding your data. We also provide important information about cookies and similar technologies we use.

Importantly, if you do not accept our “Personal Data Protection Policy”, please stop using the Website.

If you have any suggestions or comments about this document, send us a message to:

[info@simplykrakow.com](mailto:info@simplykrakow.com)

Who is responsible for processing data in the Website?

The controller of your personal data is AMB BV, Meibloempjeslaan6 0302 8400 Oostende, Belgium.

What kind of data do we collect?

o When you use our services in the Website, we collect, among others: IP addresses, URL, name of your internet service provider, information about your operating system and your browser type and version;

o When you order a service with the form in the Website, we also collect your name, surname, email address, phone number and any other data you provide.

How do we collect data?

o Using cookies;

o From the form in the Website.

What do we use your data for?

o For analytical purposes to improve the quality of the Website;

o For developing, repairing or testing various functionalities of the Website;

o For performing the service ordered with the form available in the Website.

What is the purpose of processing your data when you order the service?

Your personal data will be processed in order to:

o Conclude the contract and perform the services ordered, including in connection with correspondence (Article 6(1)b GDPR);

o Issue and send invoices or fiscal receipts, keep accounting books and tax documentation, fulfil legal obligations mandatory for the Controller (Article 6(1)c GDPR);

o Pursue claims for business operations, defend against these claims, as well as perform direct marketing of own products and services, as part of the legitimate interest of the controller (Article 6(1)f GDPR);

o In the event of consent to forward marketing content to your phone number and/or email address (Article 6(1)a GDPR).

How can you control the data you provide?

o You have the right to access information about you that we store in the Website.

o At your request, we will provide you with a copy of your data that we process.

o You have the right to request the rectification (correction, supplementation) of your data processed in the Website, limitation of their processing or deletion.

o You have the right to object to the use of data for market research and opinion, analysis and monitoring in the Website.

o You have the right to request the transfer of data that we process, ie you can receive it in a structured, commonly used machine-readable format, and you have the right to send this data to another administrator. If it is technically possible, you have the right to request that personal data be sent by us directly to another controller.

To exercise the above rights, you can contact us as stated below.

Who can be the recipient of the data you provide?

o The recipients of your personal data can only be entities that are entitled to receive them by law. In addition, your data may be made available to law firms, accounting firms, as well as museums and other entities providing services directly on your behalf.

o Your data will not be disclosed to a third country or an international organization.

How long do we process your personal data?

o Your personal data will be stored for the duration of the contract, and then for the period stated by tax and accounting regulations. In connection with the pursuit of claims, the data may be stored until they expire, but not longer than 3 years. Data obtained on the basis of consent is stored until consent is withdrawn.

Is it necessary for you to provide personal data?

o Providing personal data is voluntary, however, if you do not provide it, it will not be possible to achieve for you the purposes of processing related to the performance of the contract or issue invoice. Providing data for marketing purposes is voluntary, and failure to provide them, including failure to consent, does not affect the manner of achieving other processing purposes.

How can you contact us?

o You can contact us at:

– [info@simplykrakow.com](mailto:info@simplykrakow.com);

– in writing, sending correspondence to the following address: Meibloempjeslaan6 0302 8400 Oostende, Belgium

Cookie files

When you use our Website, we collect information about your visit and how you navigate the Website. We use cookies for this purpose. A cookie contains data placed in the browser of your

computer or mobile device. Cookies used in the Website are used, among others, to remember your preferences or secure websites, and to optimize the Website for our clients on an ongoing basis.

Some functionalities of the Website will not work if you do not agree to the installation of cookies. Installing or accessing cookies does not change your device or the software installed on it.

What do we use cookies for?

- Primarily for statistical purposes, to check how often individual pages are visited. We use this data to optimize the Website in terms of users visiting us.
- To remember how you use the Website and to facilitate browsing. Thus we can better adapt the presented content and functionalities to your needs.
- To remember the settings you have chosen and to enable automatic completion of the username field on your device when you restart this Website.

How can you not agree to the installation of cookies using your browser settings?

The vast majority of browsers accept cookies by default in order to provide users with the convenience of using websites and uninterrupted display of their content.

If you do not want cookies to be installed on your device, you can choose not to install cookies as follows:

1. In Internet Explorer: select "Tools / Internet options" from the main menu, then select "Advanced" in the "Privacy" section and disable cookies.
2. In Mozilla Firefox: select "Tools" from the menu, then "Options" and specify the privacy level in the "Privacy" section.
3. In Opera, select: "Tools" from the menu, then "Advanced" and then "Cookies".
4. In Google Chrome: from the menu on the right select "Options" and then "For advanced" and "Cookie settings".
5. In Safari: in the Settings menu, select "Safari" and then in the Privacy and protection section select "Block cookies".

These are examples of browser types. In most browsers of this type, information about cookies may be found in the "Tools" or "Options" menu.

However, remember that restrictions on the use of cookies may hinder or prevent use of the Website.