



Regulations of the Apartments of the Museum of the Second World War in Gdańsk

§1

General provisions

1. These Regulations specify the rights and obligations of the Lessor and the Lessee when leasing the Apartments of the Museum of the Second World War in Gdańsk.
2. The Regulations apply to the Lessor, the Lessee and all guests staying in the Apartments of the Museum of the Second World War in Gdańsk.
3. The use of apartments and guest rooms in the Museum of the Second World War is carried out on the terms set out in these Regulations.
4. Apartments are rented by the day.

§2

Glossary of concepts

Terms used in these Regulations mean:

1. Apartments of the Museum of the Second World War in Gdańsk - apartments and guest rooms located at the seat of the Museum of the Second World War in Gdańsk intended for lease.
2. Building - the seat of the Museum of the Second World War in Gdańsk, located in Gdansk at Plac Władysława Bartoszewskiego 1.
3. Lessee - an entity booking at the Apartments of the Museum of the Second World War in Gdańsk.
4. Lease Object – the Apartments of the Museum of the Second World War in Gdańsk, intended for leasing on certain terms specified in these Regulations.
5. Regulations - Regulations of the Apartments of the Museum of the Second World War in Gdańsk
6. Lessor - Museum of the Second World War in Gdańsk.

§3

Subject matter of the Regulations

1. The Regulations specify the rules for provision of services, liability and staying at the Apartments of the Museum of the Second World War in Gdańsk and is an integral part of the contract, which is concluded by signing the registration form as well as by making a reservation or payment of the advance or of the entire amount due for the stay. Making the above activities, the Lessee confirms that he has read and accepts the terms of the Regulations.

§4

Booking, confirmation and cancellation of a reservation

1. Booking of apartments and guest rooms can be made by phone, by order sent electronically or using booking websites.
2. If the apartment or guest room is available, the Lessee will receive a confirmation of the booking to the provided e-mail address with information on the amount due, payment date and bank account number.
3. In order to confirm the reservation made by phone or by order sent electronically, a 50% advance is required on the account indicated in the email confirming the booking. No payment at the indicated time will result in the reservation being cancelled.



4. The final confirmation of the reservation will be sent by e-mail to the indicated address after receiving the amount due.
5. When cancelling the reservation 7 days before the date of arrival, the Lessee is entitled to a full refund of the previously paid amount.
6. When cancelling the reservation within less than 7 days before the declared arrival, the Lessee will be charged with 100% of the paid amount.
7. The Lessor can refuse to book apartments and guest rooms for previous Lessees of the Apartments of the Museum of the Second World War in Gdańsk who significantly violated the Regulations.
8. Reservations can be made only by adults.

§5

Arrival, handing over the keys, hotel day

1. The hotel day starts at 15:00 on the day of arrival and ends at 12:00 on the day of departure. The Lessee is obliged to inform the staff of the Apartments of the Museum of the Second World War in Gdańsk about any late accommodation, i.e. after 15:00.
2. The Lessee is obliged to show a document as proof of identity to the receptionist at check in.
3. The Lessee receives keys and a magnetic card, which he is obliged to hand over at the reception desk of the Apartments of the Museum of the Second World War in Gdańsk on the day of departure.
4. For loss of keys or magnetic card to the apartment or guest room, the Lessee will be charged with a fee of PLN 100.
5. In case of exceeding the hotel day, the Lessee will be charged with an additional fee in the amount of 50% of the price of the apartment or guest room.
6. Quiet hours are between 22:00 and 6:00.

§6

Prices and services

1. It is forbidden for people not included in the lease agreement to stay in the apartment or guest room without informing the reception desk of the Apartments of the Museum of the Second World War in Gdańsk in advance.
2. The price includes basic services: cleaning and change of towels every 2 days as well as final cleaning.
3. There is an underground parking lot with video surveillance in the building of the Museum of the Second World War in Gdańsk. For guests of the Apartments of the Museum of the Second World War in Gdańsk parking is included in the price.
4. It is possible to order breakfast for an additional fee, according to the price list available at the reception desk of the Apartments of the Museum of the Second World War in Gdańsk.
5. The given prices are gross prices.
6. Owners of a valid museum staff card have a 20% discount on the Apartment's offer. The card should be presented to the Apartment's staff at check-in.
7. The Director of the Museum of the Second World War in Gdańsk has the right to grant discounts or exemptions from payment for services offered by the Apartments.

§7

Stay of children

1. Children under 18 years old may stay in apartments and guest rooms only under adult supervision.
2. The stay of children up to 3 years old, sleeping with their parents in the same bed, is free of charge.



§8

Common kitchen

1. Guests have the right to use the common kitchen area.
2. Products in the fridge are to be signed with the Lessee's name and date of departure. In case of lack of this information on the packaging the product will be thrown away.
3. Guests who use the common kitchen are obliged to leave it clean.
4. The kitchen is fully equipped. The available devices are to be used according to their intended purpose.

§9

Rights, obligations and responsibility

1. The staff of the Apartments of the Museum of the Second World War in Gdańsk is obliged to ensure the conditions of a full and unhampered stay for the guest.
2. The equipment and technical condition of the apartments and guest rooms is checked after every check out.
3. The Lessee bears financial responsibility for all damages, missing equipment and devices caused by the Lessee or other people visiting the room.
4. The Lessee is obliged to observe the principles of good neighbourhood and keep the leased apartment or guest room in good condition. The Lessee is obliged to immediately inform the staff of the Apartments of the Museum of the Second World War in Gdańsk about any damage and deficiency found in the apartment or guest room and to report damage caused by him during the stay. The Lessee will be charged with the equivalent of these damages and their removal.
5. The number of people allowed to stay in one apartment or guest room is limited to the number specified in the offer, price list or on the booking confirmation.
6. Pets are not allowed in the apartments or guest rooms.
7. Personal items left by the Lessee in the Apartments of the Second World War in Gdańsk after his departure will be sent at the Lessee's expense to the given address. In case of lack of such request the Lessor will store the items for a period of 3 months. After this period the items will be given to charity or for public use.
8. If the Lessee significantly disturbs the peace and quiet and/or violates the goods of other guests and does not observe commonly used norms for human coexistence, the lessor has the right to terminate the Lessee's stay in the apartment or guest room and is not obliged to make a refund for the remaining period of stay.
9. Smoking is forbidden in apartments, guest rooms and throughout the Museum of the Second World War in Gdańsk.
10. Smoking is allowed only in places provided for that purpose. If traces of smoking are found in the apartments or guest rooms, the Lessor has the right to charge the Lessee with a fee of PLN 500.
11. Arranging all types of private parties and receptions in the Apartments of the Museum of the Second World War in Gdańsk is forbidden under penalty of a PLN 1000 fine.
12. Before leaving the apartment the Lessee should always make sure that the doors and windows are closed and the light and other electronic devices are turned off.
13. For fire safety reasons in the Apartments it is forbidden to use immersion heaters, electric irons and other similar devices which are not part of the Apartment's equipment.

§10

Personal data protection

1. According to the General Data Protection Regulation (EU) 2016/679 from 27 April 2016, we inform that the controller of personal data is the Museum of the Second World War in Gdańsk.



2. Personal data is processed for the purpose of booking a stay and providing accommodation services, and in the case of consent, also for marketing purposes.
3. The data collected for the purpose of providing accommodation services will be processed for a limited period of time, according to the provisions of law, and data collected basing on the consent will be processed to the time of its withdrawal.
4. The Lessee has the right to access his data, correct it, transfer it and receive a copy of personal data processed by the Lessor.
5. In case of consent to data processing for marketing purposes, the Lessee has the right to withdraw the consent at any time, demand the restriction of data processing or the removal of his data as well as he has the right to be forgotten.
6. The Lessee's data can be shared with or transferred to the following categories of recipients:
 - transport and taxi companies in case of booking transportation or courier services for the Lessee;
 - catering companies in case of ordering food for the Lessee.
7. In case of data processing inconsistent with the law, the Lessee has the right to lodge a complaint to the President of the Personal Data Protection Office.
8. The Lessee can contact the responsible for personal data protection at the seat of the Lessor or via e-mail iod@muzeum1939.pl.
9. The Lessor is not responsible for photographs taken at the facility and shared online by third parties, not connected with the Apartments of the Museum of the Second World War in Gdańsk.