



## Regulations

### **1. Basic provisions**

The regulations specify the conditions of the reservation, rental and use of the AP94 Apartment. These regulations constitute an integral part of the lease agreement concluded between the tenant - the guest and the Landlord of AP94.

### **2. Booking and payment rules.**

2.1 Reservations and advance payment is tantamount to signing a rental contract under the conditions specified in these regulations, e-mail correspondence with the Guest and the selected reservation system. When you make your reservation you accept these regulations.

2.2 There are four different ways you can make a reservation:

- by sending an e-mail to: [apartment@ap94.pl](mailto:apartment@ap94.pl),
- through a reservation system at [www.ap94.pl](http://www.ap94.pl),
- by phone,
- via websites such as [www.Booking.com](http://www.Booking.com), etc.

2.3 The amount of the advance payment constitutes 30% of the total price of the stay.

Advance payment can be made in two ways:

- in cash,
- via bank transfer.

2.4 Information on the amount and the date of making the advanced payment will be send via e-mail.

2.5 In case of cancelling or making changes to the reservation less than 14 days before arrival, the Guest is not entitled to a refund of the advance payment.

2.6 Guests are obliged to pay the remaining amount for the stay on arrival in cash or by bank transfer not later than 3 days prior to arrival, along with the resort taxes at the applicable rate per person per day.

2.7 The fee for the stay can be paid in PLN or in EUR, depending on the Guest's preferred option.

2.8 In case of shortening the stay, the Guest is not entitled to a refund for unused days.

2.9 The price includes: stay in the Apartment at scheduled days and times, bed linen, towels, wireless Internet access as well as fees for utilities (water, gas, electricity, heating) and garage parking.

2.10 The landlord reserves the right to charge a refundable deposit of 500 PLN or 150 EUR on arrival to the Apartment. The deposit is to be paid in cash. The deposit is to secure the claims of the landlord in case of any damage or violation of individual regulations. In the absence of any objections from the landlord, the deposit is reimbursed to the customer in full on departure.

2.11 The offer and the prices quoted at [www.apartment.ap94.pl](http://www.apartment.ap94.pl) contained are for informational purposes only and do not constitute an offer pursuant to Art. 66 para. 1 of the Civil Code. The price must be confirmed by an employee of Ap94 Apartment via phone, e-mail or online booking.



### **3. Checking-in.**

- 3.1 The Guest is obliged to notify Ap94 via e-mail or phone call of the date and time of their arrival to the Apartment at least one day before it is scheduled to occur.
- 3.2 Check-in time starts at 3 p.m. on the day of arrival and ends at 11 a.m. on the day of departure. In exceptional situations, a later departure is possible at additional cost; however, it must be confirmed beforehand by an Employee of Ap94. A departure from the Apartment after 11.00 a.m. or at any other agreed time is possible only after making payment for the entire next day.
- 3.3 Checking-in in the apartment from 8 p.m. to 12 p.m. is subject to additional cost of 100 PLN. Checking-in at later hours of the night (after midnight) is possible only by prior arrangement and by paying an extra fee of 150 PLN.
- 3.4 Ap94 reserves the right to not give the keys by an authorized person to persons acting under the influence of alcohol or drugs or behaving in an aggressive manner, thus posing a direct threat to other persons and the property.

### **4. Parking.**

- 4.1 Each Guest is assigned one parking space in the garage underneath the apartment building during their stay in the Apartment. The Guests can also use the parking places at the closed housing estate located on ul. Pohulanka.

### **5. Terms and conditions of stay**

- 5.1. Quiet hours in the Apartment are from 10 p.m. to 7 a.m. Due to the location of the Apartment in a residential building, non-compliance with this regulation can result in immediate termination of the lease agreement and, in special cases, calling the police and is punishable pursuant to Art. 51 of the Code of Petty Offences. Please be advised that both the Guests of the apartment and the residents of the building are authorized to report any incidents directly to an employee of the Apartment.
- 5.2. The apartment should only be used for residential purposes. The Guests are not allowed to organize parties or photo sessions in the Apartment.
- 5.3. There is a no-smoking policy in both the Apartment and the entire residential building. Violating the ban can result in a fine in the amount of 500 PLN.
- 5.4. During check-in the Guests receive to their disposal an Apartment with fully operational equipment. Any damages found by the Guest in the Apartment shall be immediately reported to an employee of Ap94. If the Guest fails to notify of the damages, they could be asked to bear the repair costs.
- 5.5. Guests of the Apartment are fully responsible for any damages, destructions or lack of equipment and technical devices apartment arising from their fault or the fault of the people visiting them. The Guests should notify the employee of Ap94 immediately after detecting any damages.
- 5.6. Ap94 is not liable for any losses or damages of money, documents or other important or expensive items belonging to the Guests. Please remember to lock the door, both when in and out of the Apartment, as well as to close windows before leaving the Apartment.



- 5.7. Please pay particular attention to not losing keys to the Apartment. In case of loss, the Guest will have to incur the cost of 500 PLN.
- 5.8. The Guest of the apartment cannot pass it on to a third party and any third parties occupying the apartment are obliged to leave it before 10 p.m.
- 5.9. During their stay, the number of people lodged in the Apartment must not exceed the number of people declared at the time of booking. Violating this rule can result in an immediate termination of the Agreement by Ap94 without any obligation to repay the amount due for the remaining period of the reservation.
- 5.10. Ap94 is not responsible for any inconveniences caused during the stay which are connected with:
- construction or finishing works that may be carried out on the property where the apartment is located and around it
  - interrupted supply of utilities for reasons independent of Ap94 (a/o electricity, water and central heating)
  - noise from neighboring properties.
- 5.11 If the employee of Ap94 receives a notice from other guests or residents of the building about a gross breach of any of these regulations, the Guest should be aware that the lease can be terminated with immediate effect and with retaining full payment for unused days of the stay.
- 5.12 No pets are allowed in the Ap94 Apartment.
- 5.13 We should protect the environment. Please put rubbish into separate containers provided.
- 5.14 Ap94 Apartment is not a hotel within the meaning of the law. Therefore, at the end of your stay, please clean up the Apartment, the kitchenette and the bathroom. By „cleaning up” we mean: tidying up the kitchenette, inserting the dishes into the dishwasher, emptying the fridge, making the beds and putting towels in one place in the bathroom. Please remember to dispose of the rubbish and take all your belongings. If you leave the Apartment in unsatisfactory condition, you will be asked to cover the cost of cleaning up in the amount of 150 PLN.
- 5.15 Time of departure and returning of keys should be agreed upon with an employee of Ap94 at least one day before the scheduled departure.
- 5.16 The condition of the property upon departure should not be worse than when checking-in. If there is damage to the Apartment, the Guest shall bear liability for any damage to persons or property, arising from his fault or a third party, associated with the period of accommodation.
- 5.17 Ap94 commits to make every effort to provide services in a diligent and honest manner.

## **6. Alternative facility**

In case of unforeseeable circumstances whose effects cannot be liquidated by common means, Ap94 reserves the right to offer the Guests an alternative facility similar to the one originally booked. Ap94 has the right to withdraw from the Agreement in case of events caused by force majeure. This also applies to cases in which the personal safety of the Customer or its assets, for reasons beyond the control of Ap94, could not be



guaranteed. The amounts paid by the customer shall be immediately returned upon deduction of amounts due for services already rendered.

### **7. Comments**

Any comments concerning the operation of Ap94 should be sent to our e-mail address at [apartament@ap94.pl](mailto:apartament@ap94.pl), or provided by phone at +48 533 905 939.

### **8. The choice of applicable law**

The implementation of the rights and obligations arising from the Agreement should be governed by the Polish Law. If a dispute arises, it will be settled by the court competent to the seat of Ap94.

### **9. Privacy Policy.**

Personal data is protected under the Act of 29.08.1997 on the protection of personal data (Journal of Laws of 2014. pos. 1182, as amended) in a way that prevents access by third parties.

When registering and purchasing services provided by Ap94, you will be asked to fill out forms on our website, which is tantamount to voluntarily providing information about your name, address, National Identification Number, ID card number, e-mail address, phone number, and your consent to processing of said information in accordance with the appropriate Legal Act, i.e. only for the purposes of the lease. Any other use of your personal data, i.e. for customer satisfaction surveys or presentation of new offers and promotions will take place only with your consent. Your personal information will not be shared, sold or leased to other entities.

To ensure the realization of your rights under the Personal Data Protection Act, Ap94 allows you to access, rectify, or obtain at any time information regarding the processing of personal data, as well as their removal from the database by contacting us via e-mail at [apartament@ap94.pl](mailto:apartament@ap94.pl).

**We hope you have a pleasant stay in Apartment Ap94!**