Terms of use of the cloakroom and luggage storage area on MTP Poznan Expo fairgrounds

1. The Terms of use of the cloakroom and luggage storage area operated by Międzynarodowe Targi Poznańskie sp. z o.o. with its registered office Głogowska 10, 60-734 Poznan, entered into Register of Entrepreneurs of the Regional Court in Poznan, Nowe Miasto i Wilda in Poznan, 8th Economic Division of the National Court Registry, KRS number 0000202703, VAT payer number 777-00-00-488, Business ID (REGON): 004870933, hereinafter: **MTP Poznań Expo**.
   Mailing address: Międzynarodowe Targi Poznańskie sp. z o.o., Kancelaria, ul. Głogowska 10, 60-734 Poznań.
2. The cloakroom and luggage storage area are opened by MTP Poznan Expo during fairs and other events organised by MTP Poznan Expo or co-organised with other entities, on the premises belonging to MTP Poznan Expo in Poznań or outside the premises The cloakroom or luggage storage area may also be opened during events organised by third parties on PCC premises (these entities may decide to open only the cloakroom, only the luggage storage area, or not to open either the cloakroom or the luggage storage area. If only the cloakroom or only luggage storage area is opened, the remaining provisions of these Regulations shall apply accordingly).
3. The cloakrooms and luggage storage area are located in the entrance halls or facilities where trade fairs and other events are held.
4. The cloakroom and luggage storage area are open on the dates and times when the fair is open to visitors or during other events. The opening hours of the cloakroom and luggage storage area are shown in the location of the cloakroom and luggage storage area.
5. In the cloakroom and luggage storage area
   a. outer clothing, accessories (scarves, hats, gloves, umbrellas) and other items may be stored for a fee specified in the "cloakroom price list" section, subject to section 6 and 7, with a maximum value of PLN 3,000
   b. for a fee indicated in the "luggage storage price list" section – subject to sec. 6 and 7 – luggage whose dimensions do not exceed 75 cm in height, 55 cm in width and 40 cm in length may be stored. Luggage weight cannot exceed 15 kg. The value of luggage must not exceed PLN 3,000.
6. By leaving the item/luggage to the cloakroom and luggage storage area, the Customer declares that its value does not exceed PLN 3,000. The staff of the cloakroom and luggage storage area may refuse to accept items/luggage to the cloakroom and luggage storage area if their value is higher than PLN 3,000. MTP Poznan Expo's liability for lost items/luggage is limited to PLN 3,000.
7. MTP Poznan Expo does not accept the following items for storage in the cloakroom and luggage storage area
   a. valuables (e.g. laptop, photographic equipment, mobile phone, jewellery), items of artistic or scientific value, identity cards and other documents, domestic and foreign money and payment cards;
      The customer leaving documents or valuables in clothing and other items for safekeeping does so at their own risk and responsibility;
   b. items whose storage in the cloakroom is difficult due to their dimensions or characteristics (e.g. glass, prams: children's, luggage, wheelchairs);
   c. items that may cause damage to third parties or their property, in particular through damage or contamination, as well as that may damage or contaminate the cloakroom and luggage storage area;
   d. items with an unpleasant smell;

e. weapons and ammunition, flammable, explosive items and other dangerous materials, the bringing of which to MTP Poznan Expo fairgrounds or other grounds for organising fairs and other events is prohibited by MTP Poznan Expo,
f. items whose storage is prohibited by law.

8. The cloakroom and luggage storage area staff may refuse to accept luggage for storage:
   a. if there are any suspicions as to the prohibited content specified in point 7, and the depositor of the luggage does not prove their absence;
   b. if it is defective (e.g. the suitcase is partially open, does not close properly, contains other visible damage);
   c. if the value of baggage exceeds PLN 3,000.
9. For the storage of clothing and other items / luggage in the cloakroom and luggage storage area on the premises of MTP Poznan Expo, fees are charged according to the price list applicable at MTP Poznan Expo. The price list is available in the cloakroom and luggage storage area, however, if only one price list is available for a given event/fair – i.e. the cloakroom price list or the luggage storage area price list, MTP Poznan Expo will only provide the services indicated in this price list.
10. Fees are collected before accepting items/luggage for storage. The proof of payment is the issuance of a fiscal receipt.
11. As proof of accepting items/luggage in the cloakroom and luggage storage area, the Customer receives a token, however, in the case of leaving items and luggage, the Customer receives two tokens.
12. It is not allowed to accept items or luggage to the cloakroom and luggage storage area from several people for joint storage, for one token.
13. The token is the basis for releasing items/luggage from the cloakroom and luggage storage area.
14. If the token is lost, the cloakroom and luggage storage area staff should be notified. Items will be released from the cloakroom and luggage storage area only if the following conditions are met jointly:
    1) a person with a token for this item/luggage will not come for the item/luggage until the time of closing the cloakroom and luggage area on a given day; if a person with an appropriate token comes for an item/luggage left after reporting the loss of a token – the cloakroom and luggage storage area staff will ask for a description of the item/luggage,
    2) the person who has lost the token submits a written statement specifying the items/luggage deposited in the cloakroom and luggage storage area and proves the right to them and holds a valid identity document. A protocol will be drawn up in this regard, the template of which is attached as Appendix 1 to the Regulations,
    3) the person who lost the token will pay the fee for losing the token in accordance with the price list.

    If, after handing over the items/luggage, a person with an appropriate token comes to collect them and at the same time describes the items deposited in the cloakroom or left in the luggage storage area, the cloakroom and luggage storage area staff may notify the police and provide the police with a copy of the statement referred to in point 2 above.

15. The customer is obliged to collect his/her belongings/luggage from the cloakroom and luggage storage area on the day on which they left them for storage, immediately after the fair is closed for visitors or the event ends.
16. Clothing and other items/luggage not picked up by the time of closing the cloakroom and luggage storage area can be collected at the MTP Grounds Protection and

Maintenance Department, open 24 hours a day, located in Hall 7A with the entrance from ul. Śniadeckich, tel. 618692232.

17. Uncollected items/luggage from the cloakroom and luggage storage area, after 7 days of storage, counting from the day following the day of returning the items to the MTP Poznan Expo cloakroom/luggage room, will be considered abandoned property.
18. In the event of loss of items/luggage delivered to the cloakroom and luggage storage area, this fact should be immediately reported to the staff of the cloakroom and luggage storage area by completing the complaint form, which is attached as Appendix 2 to the Regulations. In the form you should:
    1) state the contact details;
    2) describe the lost items/luggage (by indicating, among others, type, colour, shape, make, features/particular/characteristic elements, etc.);
    3) indicate the declared value of lost items/luggage, subject to points 5-6 of these Regulations, respectively;
    4) in case of loss of luggage left in the cloakroom and luggage storage area, the content of the lost luggage should be indicated.

    The complaint will be considered within 7 days from the date of reporting the loss of items/luggage to the cloakroom and luggage storage area. If the lost items/luggage are/is not found, the value declared in the form will be returned to the Customer, but not more than PLN 3,000 per item/luggage. The refund will be made to the bank account indicated by the Customer, after receiving information that the lost items/luggage have/has not been found.

19. In matters not covered by the Regulations the provisions of Polish law will apply, including in particular the Civil Code.
20. Everyone using the cloakroom and luggage storage area has the opportunity to read the Regulations of the cloakroom and luggage storage area at the ticket offices and cloakrooms or on the website www.mtp.pl.
21. Returning items/luggage to the cloakroom and luggage storage area is tantamount to reading and accepting the Regulations and the obligation to comply with its provisions.
22. The Regulations are binding from 11 September 2023.
23. Any disputes between the Customer using the cloakroom and luggage storage area, the amicable solution of which proves impossible, will be settled by the competent common court.
24. For the settlement of disputes with a foreign Customer, the text of the Regulations in Polish is accepted as binding.

Appendix 1 to the Regulations

Poznań, on .....

LOST TOKEN DECLARATION FORM

Depositor's data:

Name and surname .....

Address .....

Telephone number .....

e-mail .....

Personal ID No. (PESEL): .....

Identity Card number .....

Holder's data:

Międzynarodowe Targi Poznańskie sp. z o. o.
ul. Głogowska 10, 60-734 Poznan
KRS: 0000202703,
NIP: 7770000488

LOST TOKEN DECLARATION

I hereby report the loss of the token on .....

Description of items left in the cloakroom/luggage left for storage* (please indicate, among others, type, colour, shape, company, features/particular/characteristic elements, etc.):

.....

.....

.....

.....

.....

.....

.....

*please tick the appropriate box

Contents of left luggage:**

……
……
……
……

**please fill in if you report the loss of the token confirming that your luggage has been left in the MTP Poznan Expo luggage storage area

Additional notes:

……

……

……

……

Declaration by the Depositor:

I declare that if a third party reports the loss of items/luggage collected by me and at the same time (1) has a token to hand over the items/luggage, (2) describes the items/luggage left in a manner consistent with this declaration, I undertake to return collected items/luggage within 3 days from the date of receipt of the request from the Safekeeper.

In the event of failure to return items/luggage in the above-mentioned deadline, I undertake to pay the Safekeeper the amount equivalent to the value of the item/luggage indicated by the person who reports missing item/luggage, in accordance with the preceding sentence.

Depositor ……

Safekeeper's Statement:

❑ I confirm the payment of the fee for losing the token in the amount of PLN ……

Description of the items/luggage issued:…… …

……

……

……

……

Token number: ……

Safekeeper: ……

Information on the processing of personal data

1. MTP Poznan Expo declares that it is the controller of personal data within the meaning of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), hereinafter referred to as GDPR, with regard to the personal data of the Depositor.
2. MTP Poznań Expo declares that it has appointed the Data Protection Officer, referred to in Article 37-39 of the GDPR. Contact details of the Data Protection Officer of MTP Poznań Expo: iod@grupamtp.pl.
3. Your personal data will be processed by MTP Poznan Expo pursuant to art. 6 sec. 1 lit. b) in order to perform the storage agreement and art. 6 sec. 1 lit. f) of the GDPR in order to ensure that the item/luggage is handed over to the authorised person, i.e. the actual owner or possessor, which is the legitimate interest of MTP Poznan Expo and a third party, i.e. the authorised person (in the event of making, defending or pursuing claims by that person). Personal data may also be processed in connection with the fulfilment of legal obligations imposed on MTP Poznan Expo, in particular tax law, financial reporting (due to the settlement of the fee for a lost token) and in order to fulfil the requirements of the Act on Access to Public Information (art. 6(1)(c) of GDPR).
4. Your personal data will not be transferred to a third country or an international organisation within the meaning of the GDPR. Based on the personal data referred to in Paragraph 1, MTP Poznan Expo will not take automated decisions, including decisions based on profiling within the meaning of the GDPR.
5. Your personal data will be processed for a period of 3 years, unless a longer processing period is necessary, e.g. due to retention obligations, pursuing claims, etc., whichever happens later.
6. You are entitled to request from MTP Poznan Expo the access to your personal data, as well as to demand their rectification, erasure, restriction of processing and to object to the processing of personal data and also the right to data portability.
7. In relation to the processing of your personal data, you have the right to lodge a complaint with a supervisory authority – the President of the Personal Data Protection Office.

Appendix 2 to the Regulations

COMPLAINT FORM

CONCERNING LOST ITEMS LEFT IN THE CLOAKROOM/LOSS LUGGAGE LEFT IN MTP POZNAN EXPO'S LUGGAGE STORAGE AREA*

Poznań, on .....

Depositor's data:

Name and surname .....

Address .....

Telephone number .....

e-mail .....

Safekeeper's data:

Międzynarodowe Targi Poznańskie sp. z o. o.
Ul. Głogowska 10, 60-734 Poznań
KRS: 0000202703,
NIP: 7770000488

COMPLAINT

I hereby report the loss of my luggage/items* on .....

Description of items/luggage lost* (please indicate, among others, type, colour, shape, company, features/particular/characteristic elements, etc.):

.....
.....
.....
.....
.....
.....
.....

Declared value of lost items/luggage*: PLN.....

*please select the correct field by underlining

The Depositor declares that they know the limit of the Safekeeper's liability, i.e. up to PLN 3,000 (points 5-7 of the Regulations).

Contents of left luggage:**

.....
.....
.....
.....

**please fill in if you report the loss of the token confirming that your luggage has been left in the MTP Poznan Expo luggage storage area

Additional notes:

.....
.....
.....
.....

The complaint will be considered within 7 days of reporting the loss of items/luggage using this Form. If the lost item/luggage is not found, the value declared in this Form will be refunded to the Depositor, but not more than PLN 3,000 (points 5-7 of the Regulations).
If the lost items/luggage are/is not found, the Safekeeper will contact the Depositor in writing or by e-mail to the address indicated by the Depositor with a request to indicate the bank account number to which the above-mentioned amount should be refunded. The refund will be made within 14 days of receiving information about the bank account number.

The Depositor declares that they have read the Regulations and the information on the processing of personal data.

_____ _____

/signature of the Depositor/ **/signature of the Safekeeper/**

Information on the processing of personal data

1. MTP Poznan Expo declares that it is the controller of personal data within the meaning of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), hereinafter referred to as GDPR, with regard to the personal data of the Depositor.

2. MTP Poznań Expo declares that it has appointed the Data Protection Officer, referred to in Article 37-39 of the GDPR. Contact details of the Data Protection Officer of MTP Poznań Expo: iod@grupamtp.pl.
3. Your personal data will be processed by MTP Poznan Expo pursuant to art. 6 sec. 1 lit. b) GDPR in order to perform the storage contract (including consideration of complaints) and art. 6 sec. 1 lit. f) GDPR in order to establish, defend or pursue claims in connection with the complaint. Personal data may also be processed in connection with the fulfilment of legal obligations imposed on MTP, in particular tax law, financial reporting (due to the settlement of the complaint) and in order to fulfil the requirements of the Act on Access to Public Information (Article 6(1)(c) of GDPR).
4. Your personal data will not be transferred to a third country or an international organisation within the meaning of the GDPR. Based on the personal data referred to in Paragraph 1, MTP Poznan Expo will not take automated decisions, including decisions based on profiling within the meaning of the GDPR.
5. Your personal data will be processed for a period of 3 years, unless a longer processing period is necessary, e.g. due to retention obligations, pursuing claims, etc., whichever happens later.
6. You are entitled to request from MTP Poznan Expo the access to your personal data, as well as to demand their rectification, erasure, restriction of processing and to object to the processing of personal data and also the right to data portability.
7. In relation to the processing of your personal data, you have the right to lodge a complaint with a supervisory authority – the President of the Personal Data Protection Office.