

Business Contacts and Event Participants

This notice is addressed to individuals with whom eTravel S.A. establishes contact for business purposes (networking, business development, industry partners), and to participants of events, conferences and meetings organised or co-organised by eTravel S.A. (including as part of MICE activities).

1. Data Controller

Controller	eTravel S.A., Al. Jerozolimskie 96, 00-807 Warsaw, Poland
Contact	Tel. +48 22 492 08 60, e-mail: sekretariat@etravel.pl
Data Protection Officer (DPO)	Contact the DPO at: rodo@etravel.pl

2. Source and Categories of Personal Data

Your data may originate from:

- directly from you – when you contact us, leave a business card or register for an event
- public sources – e.g. LinkedIn, company websites, public registers
- the event organiser – if you attend an event that eTravel S.A. co-organises

Scope of data processed: name, surname, job title, company, work e-mail address, work phone number, information about participation in the event.

3. Purposes and Legal Bases for Processing

Purpose	Legal basis (GDPR)
Establishing and maintaining business relationships, contact regarding eTravel S.A.'s offer	Art. 6(1)(f) – legitimate interests (B2B marketing, business relationships); you have the right to object
Organising events or conferences and managing participants (logistics, communications, materials)	Art. 6(1)(b) – pre-contractual steps / Art. 6(1)(f) – legitimate interests
Sending information about future events, training sessions and webinars to previous attendees	Art. 6(1)(f) – legitimate interests (B2B marketing to existing contacts); you have the right to object
Photo or video documentation of an event (if you were present and did not object)	Art. 6(1)(f) – legitimate interests (event documentation and promotion)
Sending commercial information electronically – with your consent	Art. 6(1)(a) – consent (Electronic Services Act)

4. Recipients of Your Data

- event and MICE service providers cooperating with eTravel S.A.
- IT and event management system providers (CRM, webinar platforms)
- entities within the eTravel S.A. capital group

5. Retention Period

- business contact data: 3 years from the last contact or until an objection is raised
- event participant data: 2 years from the conclusion of the event (statistics, attendee lists)
- data processed on the basis of consent: until consent is withdrawn

6. Your Rights

- right of access to data (Art. 15 GDPR)
- right to rectification (Art. 16 GDPR)
- right to erasure (Art. 17 GDPR)
- right to restriction of processing (Art. 18 GDPR)
- right to object to processing based on legitimate interests – in particular to direct marketing (Art. 21 GDPR)
- right to withdraw consent (where processing is based on consent)
- right to lodge a complaint with the President of the Personal Data Protection Office (UODO), ul. Stawki 2, 00-193 Warsaw, Poland, www.uodo.gov.pl

Contact: rodo@etravel.pl or in writing to the registered address of eTravel S.A.

Final Notes – Legal Information

1. Legal Basis of This Document

This document fulfils information obligations arising from:

- Art. 13 GDPR – where data is collected directly from the data subject
- Art. 14 GDPR – where data is collected from another person or entity (e.g. the traveller's employer, the client company)
- Art. 12 GDPR – requirement for transparency and intelligibility of information

2. Updates to This Document

eTravel S.A. reserves the right to update this document in the event of changes to its data processing activities, changes in applicable law or guidance issued by supervisory authorities. The current version is always available at: etravel.pl/en/rodo. We will communicate material changes in a manner appropriate for each category of data subjects (e.g. by e-mail for CTA users, by a notice on our website for others).

3. Contact and Exercising Your Rights

E-mail (recommended)	rodo@etravel.pl
Phone	+48 22 492 08 05
Postal address	Data Protection Officer, eTravel S.A., Al. Jerozolimskie 96, 00-807 Warsaw, Poland
Response time	No later than 30 days of receiving a request (Art. 12 GDPR); in complex cases the period may be extended by a further 2 months
Supervisory authority	President of the Personal Data Protection Office (UODO), ul. Stawki 2, 00-193 Warsaw, Poland, tel. +48 606 950 000, www.uodo.gov.pl

Document prepared in accordance with Regulation (EU) 2016/679 (GDPR) | Version: 2026 | eTravel S.A.