

## **Regarding: General Data Protection Regulation (GDPR)**

- **The Purpose for which Your Information Will Be Used**

The personal information that we at Bredängs Camping in Stockholm need in order to fulfil a reservation contract is: Home address, date of birth (not the entire personal ID number) and a mobile telephone number. This is furthermore to ensure that the guest has reached the appropriate age (over 18 years old), and in compliance with the applicable accounting regulations to have the basic data in order to issue an invoice, since we receive advance payment for cottages and rooms. We do not have an automated booking system, rather all bookings are made in direct dialogue over e-mail between us here at Bredäng Camping and the guest. You as a guest always know with whom you had a dialogue, as we always sign our replies by name. Personal information requested, and which is found in the personal direct contact between the guest and Bredängs Camping in Stockholm is administered only by the three head managers of the business operation: Sven Ryttare – Managing Director, Emil Ryttare – Site Manager / Manager, Patrik Ryttare – Site Manager / Manager.

- **The Legal Basis on which We Handle Your Information,**

Fulfilment of contract: Provision, administration and invoicing.

Legal obligation: Invoicing data is saved in accordance with the applicable accounting regulations.

We request the aforementioned personal information by means of an e-mail dialogue (as we do not have an automated booking system), with each individual guest, and the transfer of such personal information/invoicing information serves as confirmation/verification of the booking requested by the guest.

- **How Long Your Information Will Be Stored,**

As the e-mail conversation held between us and our future guest is our source document for the fulfilment of a contract: Provision, administration and invoicing, Bredängs Camping Stockholm saves the e-mail conversations.

We have no automated data system; rather, the information is found in the particular e-mail conversation held between Bredängs Camping Stockholm and the guest once the booking has been completed. All correspondence in connection with a booking is done in direct personal dialogue between the responsible person at Bredäng Camping Stockholm and the guest. E-mail conversations are not automatically erased; rather, this is done manually by us. The e-mail conversations, as well as booking confirmations, are our source documents for the contracted purchase, and this also serves as an aid for us as a service provider in quickly helping the customer with any issues that could conceivably arise with regard to their booking or stay with us after the fact.

- **With Whom the Information Will be Shared**

We do not share guests' submitted personal information/invoice details to any outside and unauthorised party. Personal information is not used for any purpose other than to be able to carry out the booking and to fulfil our contract concerning provision, administration and invoicing. Personal information submitted after a personal e-mail conversation

with Bredängs Camping Stockholm constitutes invoicing details which is saved in accordance with the applicable booking regulations.

- **If Your Information is Transferred Outside of the EU,**

The guest's personal information will not be forwarded outside of Bredängs Camping Stockholm's virus and firewall-protect e-mail server, and information is not handled by a contracted and external booking service company or similar provider. All e-mail correspondence is addressed manually.

- **Your Right to Lodge a Complaint**

We personally reply to all e-mail and always do our best to address our guests' questions, enquiries and any complaints. Our mailing address is clearly linked on our home page and can be found in our brochure, which the guest receives upon checking in.

- **How to Withdraw Consent Once You Have Given It,**

Since all communication is made personally and directly between Bredäng Camping Stockholm and the guest, we act immediately upon changes in the booking procedure and according to our cancellation policy\* and we try to cater to our guest's wishes as far as we are required to do so.

*\* Cancellation Policy: If a cancellation is made seven (7) days prior to the scheduled arrival, the guest is entitled to a full refund. Upon presentation of a valid doctor's certificate, it is possible to cancel within seven (7) days and receive a full refund. Upon cancelling within seven (7) days without a valid doctor's certificate, the guest is charged full price for the first night and the remaining amount is refunded. This policy does not apply to large groups/parties; in such cases, individual arrangements shall be made. We do not offer cancellation insurance.*

### **Bredäng Camping Stockholm's Contact Details**

**Postal Address:** CaRy Camping AB c/o Ryttare, Instrumentvägen 30, SE- 126 53 Hägersten

**Corp. ID no.:** 556245-7449

**Visiting and Delivery Address:** Bredängs Camping Stockholm, Stora Sällskapetets väg  
60, 127 31 Skärholmen

**Tel:** 08 – 97 70 71 (+46 8 97 70 71)

**E-mail:** [bredangcamping@telia.com](mailto:bredangcamping@telia.com)

**Web:** [www.bredangcamping.se](http://www.bredangcamping.se)