

ELEVATOR_STUDIOS.DK · PRIVACY POLICY

Effective from 24 October 2026 · version 1.0 · under Regulation (EU) 2016/679 (GDPR) and Act No. 18/2018 Coll. on the protection of personal data.

This policy applies to REHEARSAL ROOM 007 and PODCAST 008.1 of Elevator_Studios.DK in the basement of the Kruháč building in Dolný Kubín: to the website, pre-registration, bookings, payments, invoices, the Scéna chat and PIN entry. For the Scéna chat itself, the (matrix) privacy policy on Kubinska-Scena.Life also applies.

1. Who processes your data

The Hemp Cooperative, družstvo

Registered office: Pohronský Bukovec 42, 976 62 Pohronský Bukovec, Slovakia

Company ID (IČO): 51 026 775

Registered in the Commercial Register of the District Court Banská Bystrica, Section Dr, Insert No. 522/S

Premises: Elevator_Studios.DK, Kruháč building, Jána Ľatliaka Street, Dolný Kubín (basement)

Data contact: Office@Kubinska-Scena.Life

We are not required to appoint a data protection officer (DPO).

2. What data we process, why and for how long

We collect only as much as we need for your slot, your invoice and your PIN.

2.1 Pre-registration

- Data: name, email, band name (optional), what you're planning and a note.
- Why: so we can let you know when we open bookings.
- Legal basis: steps taken at your request before entering into a contract (Art. 6(1)(b) GDPR).
- How long: until bookings open. Then we send you one message and delete your pre-registration within 30 days.
- Your pre-registration is sent as an email from your own mailbox to Office@Kubinska-Scena.Life.

2.2 First rehearsal free

- Data: name, email, phone and the slot you want.
- Why: so we can confirm your slot or agree on another one.
- Legal basis: steps taken before entering into a contract (Art. 6(1)(b) GDPR).
- How long: the same as a booking (2.3).

2.3 Booking

- Data: name, email, phone (optional), band name (optional) and a note. If you pay as a company or a sole trader (SZČO), also the business name, address, Company ID (IČO), Tax ID (DIČ) and VAT ID (IČ DPH). For teaching, the tutor's name.
- Why: so we can confirm your slot, issue an invoice and get in touch with you.
- Legal basis: performance of a contract (Art. 6(1)(b) GDPR).
- How long: 1 year from the end of your slot. Data that appears on the invoice is kept as long as the invoice (2.5).

2.4 Payment

- Data: amount, variable symbol (VS), payer's name and the account the payment came from.
- Why: so we can match the payment to your order and, if you cancel, refund the money to the right account.
- Legal basis: performance of a contract and a legal obligation (Art. 6(1)(b) and (c) GDPR).
- How long: as long as accounting records (2.5).
- We don't collect payment card details. You pay with a QR code (PAY by square) from your own bank.

2.5 Invoice and credit note

- Data: the details from your order and payment.
- Why: the Accounting Act and the VAT Act require it.
- Legal basis: legal obligation (Art. 6(1)(c) GDPR).
- How long: 10 years from the end of the year in which the document was issued.

2.6 Booking calendar

- Data: slot, package and variable symbol, without name, email or phone.
- The calendar is generated by our own system. Our staff have it in the calendar app on their phones.

- Why: so we know who has the rehearsal room when, and nothing overlaps.
- Legal basis: performance of a contract (Art. 6(1)(b) GDPR).
- How long: 1 year from the slot.

2.7 Account and identity check

- Data: first name and surname, date of birth, permanent address and phone.
- Why: date of birth for your age (minors, point 2.8), address for liability for damage, phone so we can get in touch with you.
- Legal basis: performance of a contract (Art. 6(1)(b) GDPR) and our legitimate interest in protecting the rehearsal room and the gear (Art. 6(1)(f) GDPR).
- How long: while you have an account, and then 1 year.
- We check your identity in person at your first rehearsal, using the ID document you bring. We write down the details from it; we don't copy or scan the document. If you sign the contract with an advanced electronic signature, you don't need to show your ID.

2.8 Minors

- Under-15s come only with an adult tutor and with a parent's consent. The tutor enters into the framework agreement on their behalf.
- Data: the child's name, the parent's name and signature on the consent to the visit, and the parent's contact details.
- Why: so we know the parent is aware of the visit and agrees.
- How long: while the child keeps coming, then 1 year.
- The parent can also sign the consent with an advanced electronic signature.

2.9 The Scéna chat

- Data: the account name you choose yourself, and messages in your band's room.
- Why: we send the PIN for every slot and the invites to your band's room.
- Legal basis: performance of a contract (Art. 6(1)(b) GDPR).
- How long: while you're in the band. When you leave the band, we remove you from the room and you won't get the PIN any more.
- Details about the chat are in the (matrix) privacy policy on Chat.Kubinska-Scena.Life.

2.10 Lock and PIN

- Data: when the door was opened during your band's slot.
- We can't see who exactly came.
- Why: security of the rehearsal room and the gear.
- Legal basis: legitimate interest (Art. 6(1)(f) GDPR).
- How long: we delete the records 15 minutes after your slot ends, when the PIN stops working.

2.11 Email and phone

- Data: what you write or tell us, and your contact details.
- Why: so we can deal with your question, cancellation or data request.
- Legal basis: performance of a contract or our legitimate interest in replying to you (Art. 6(1)(b) and (f) GDPR).
- How long: 1 year after it's dealt with. If the message belongs to an invoice or credit note, as long as that document.

2.12 Website

- When you visit the website, the hosting provider keeps standard server logs: IP address, time, page and browser. They are used for the security and operation of the website. Legal basis: legitimate interest (Art. 6(1)(f) GDPR). How long: they are visible in the hosting dashboard for at most 7 days.
- The website uses no cookies, analytics or tracking scripts.
- We load fonts from our own website, not from Google.
- The map opens only after you click, on the Google Maps website. Google's privacy policy applies there.

2.13 Live Recording and/or Streaming of a rehearsal

- For Live Recording and/or Streaming of a rehearsal, we hire you the equipment. We don't process, store or publish the recording or the stream. Whoever booked the slot is responsible for the consent of the people in the recording or the stream. At the end of your slot, you copy the recording to your own storage device and we delete it from the computer in the rehearsal room.

3. What we don't process

- Fingerprints or any other biometric data.
- Payment card details.
- Birth number (rodné číslo) or ID document number.
- Special categories of data under Art. 9 GDPR, such as health data.

- There is no security camera in the rehearsal room.
- No decisions about you are made automatically. Payments that don't match are checked by a person.

4. Who else can access the data

We don't sell or rent your data, and we don't use it for advertising. It only goes to these recipients:

- The bank that holds our account. It processes payment data as an independent controller.
- ESIX CONSULTING, s.r.o., 29. augusta 31, Banská Bystrica, Company ID (IČO) 44 874 481: keeps our accounts and archives our documents. It processes them in the EU under a data processing agreement.
- Hostinger International Limited, 61 Lordou Vironos, 6023 Larnaca, Cyprus: hosting for the Elevator_Studios.DK website and the Office@Kubinska-Scena.Life mailbox, in a data centre in Germany (Frankfurt). It is a processor under Art. 28 GDPR under its terms of service.
- FEEL WELL, s.r.o., Radlinského 1727/49, 026 01 Dolný Kubín, Company ID (IČO) 55 799 582: under a data processing agreement, provides us with document storage in Google Workspace (Google Ireland Limited). Later we will move the documents to our own server.
- Nuki Home Solutions GmbH, Münzgrabenstraße 92/4, 8010 Graz, Austria: the lock and its Nuki Web service, which we use to set the PIN for each slot and which records door openings. The Nuki server is in Germany.
- We run the booking and invoicing system and the Scéna chat ourselves, on our own server in Slovakia.
- Public authorities, if the law requires it.

5. Transfers outside the EU

We process your data in the EU and the EEA. Google (via FEEL WELL), Hostinger and their sub-processors may also process some data outside the EEA, for example in the USA. They only do so with safeguards under the GDPR, that is, under a Commission adequacy decision or standard contractual clauses.

6. Your rights

- Access: you can ask what data we hold about you and get a copy (Art. 15 GDPR).

- Rectification: we correct inaccurate data and complete incomplete data (Art. 16 GDPR).
- Erasure: we delete what the law doesn't require us to keep (Art. 17 GDPR).
- Restriction of processing (Art. 18 GDPR).
- Portability: you get the data you gave us in a machine-readable format (Art. 20 GDPR).
- Objection to processing based on legitimate interest (Art. 21 GDPR).
- If we process anything based on your consent, you can withdraw it at any time. This doesn't affect what we did before.

Write to Office@Kubinska-Scena.Life. We reply within one month. For a complex request, we can extend this by another two months. If so, we'll tell you why.

7. Security

- The website and the payment page use an encrypted connection (HTTPS) only.
- Only people who need the data for their work have access to it.
- A PIN is valid for one slot only. It goes only to your band's room in the chat, never by email.
- We will never ask you for your PIN, your chat password or your payment card details.
- The payment QR code is generated only on our website, when you place your order.
- If there is a personal data breach, we report it to the Office for Personal Data Protection of the Slovak Republic (Úrad na ochranu osobných údajov SR) within 72 hours of becoming aware of it. If it puts you at high risk, we tell you too.
- Got a strange message in our name? Forward it to Office@Kubinska-Scena.Life.

8. Supervisory authority

If you think we handle your data in breach of the law, you can lodge a complaint with:

Office for Personal Data Protection of the Slovak Republic
(Úrad na ochranu osobných údajov Slovenskej republiky)
Hraničná 12, 820 07 Bratislava 27, Slovakia
dataprotection.gov.sk · statny.dozor@pdp.gov.sk

9. Changes to this policy

When the way we work with data changes, we update this policy. The version on the Elevator_Studios.DK website applies. We'll tell you about any significant change by email.

Elevator_Studios.DK · The Hemp Cooperative, družstvo ·

Office@Kubinska-Scena.Life

Dolný Kubín, 24 October 2026