



§1

1. The booking of a room at Gogolewo Manor House (or the whole place) should be made via www.dworgogolewo.pl or alternatively via e-mail biuro@dworgogolewo.pl after reading the regulations of Gogolewo Manor House . Confirmation of the readiness of the rules, takes place by making a room reservation and paying for it in accordance with the regulations. Making a written reservation is confirmation of the acceptance of these Regulations.
2. The person who is booking a room/s is obliged to provide to the Landlord's e-mail address biuro@dworgogolewo.pl , the date of booking , the number of reserved beds, indicating the room numbers (provided that they are no longer occupied during the booked period), and his/her personal data such as: name and surname, address and contact telephone number; in the case of companies, the person/company must provide full company details along with the NIP number. The Landlord sends a confirmation e-mail of acceptance of the booking.
3. The person making the booking shall make a deposit immediately, in accordance with the data contained in these regulations and in the booking confirmation. The reservation is valid from the moment of sending the confirmation of the transfer to the Landlord's e-mail. In case of resignation from booking a room in Gogolewo Manor House (of the whole Manor House) the person making the booking will not be charged with any fees only in the case of the written consent of the Landlord . In other cases, the paid down deposit is forfeited to the Landlord .
4. If the person who made the reservation (or representatives of the entity indicated by her/ him) did not appear in the agreed and confirmed date in Gogolewo Manor House and did not pay the entire amount (based on separate arrangements), this is tantamount to the cancellation of the booking on the day of renting. In this case, the Landlord has the right to claim the entire fee for the previously booked stay, unless the Landlord has not suffered any damage.

§2

1. The arrival of guests, hereinafter referred to as Tenants and the issuance of a room in the Gogolewo Manor House , takes place every day from 14.00 to hours 20.00.
2. Departure of Tenants and key collection by the Landlord takes place every day until 12.00
3. The parties may agree in writing (also by e-mail) other terms than paragraphs 1 and 2 of this paragraph.
4. Due to the lack of reception, arrival time and pick-up, as well as key collection in Gogolewo Manor House , it is necessary to agree with the Landlord in advance.



5. The price for renting space in the room includes a set of bed linen, two towels. It is possible to prepare meals in the kitchen or you can order meals in the form of catering. The price of a room rental and the price of meals is set out on the Gogolewo Manor House website at www.dworgogolewo.com.pl
6. In the event that the Tenant expects the Landlord to prepare meals (breakfast, lunch, dinner, barbecue or bonfire), it is necessary to indicate this in the booking application, with the number of meals and the time they are served. The content and price for an additional meal is indicated on the website www.dworgogolewo.com.pl. At the Tenant's request, it is possible to prepare meals other than those indicated on the above-mentioned website, provided they are specified in the booking application. The prices of such meals will be set individually.
7. Settlement for the stay and possible meals takes place in the form of payment to the Landlord's bank account number 87 1020 4027 0000 1602 0123 5514 in full amount before arrival.
8. A VAT invoice will be issued at the request of the Tenant.

§3

1. The number of people staying in the Gogolewo Manor House cannot exceed 16 people (including children). In the case of renting the entire house, the Tenant undertakes to provide by e-mail the number of persons staying in the estate. Finding an irregularity in the above-mentioned respect will result in calling additional people to leave the place. In the event of unsuccessful summons, the Landlord will seek assistance from the relevant services. In addition, for the violation of arrangements regarding the declared number of persons staying in the Gogolewo Manor, the Landlord may charge the Tenant with a contractual penalty in the amount of PLN 2,000.00 (two thousand).
2. The stay of animals on the estate is acceptable after a written agreement (also by email) with the Landlord
3. Smoking in Gogolewo Manor House and in the area of it is strictly prohibited. Smoking is only allowed in designated places where there is an ashtray
4. When leaving the room, as well as the house, always close the windows and lock the doors and turn off all electrical equipment, as well as light. When leaving the estate, close the gate and the entrance gate.
5. Persons using rooms and other shared rooms in Gogolewo Manor House are obliged to take care of the order of these rooms and their equipment, so that as a result of their use, no damage or loss will occur. The state of equipment of the Gogolewo Manor House is attached as Appendix No. 1 to these Regulations.
6. The Tenant takes into consideration the actual state of the rented room / rooms and the shared rooms and undertakes to return the room / rooms and the shared rooms after termination of the tenancy not deteriorated from ordinary use.
7. Parking is allowed in designated places - moving any vehicles around the estate outside the access road to building is strictly prohibited.



8. The landlord is entitled to immediately terminate the contract without notice and without the obligation to return the paid rental fee if the Tenant:
 - make changes to the subject of the lease,
 - does not comply with the rules set out in these regulations,
 - uses the subject of the lease contrary to its intended use,
 - grossly violates the order in the Gogolewo Manor House,
 - subleases or otherwise makes available to third parties the subject of the rental without the written consent of the Landlord
9. At the end of the stay, the Landlord or a person appointed by him will verify the condition, prior the key collection of the rented room / rooms and the shared rooms. Keys for the rented room / rooms in house should be given to the Landlord or person authorized by him, i.e. Mr. Nikodem Szerszeniewski (telephone + 48 607 56 45 01).

§4

1. On the day of arrival, the Tenant shall pay a deposit of 1,000.00 (in words: one thousand zlotys), which is returned on the date of the Tenant 's departure.
2. Costs of any possible damages of the objects and equipment located within the area of Gogolewo Manor House are taken from the deposit.
3. If as a result of non-compliance with the provisions of these Regulations (with particular regard to § 3) any losses on the Landlord's side exceed the paid deposit, he has the right to claim financial compensation from the Tenant covering the resulting losses or damage in full.

§5

1. Final cleaning of the rented room in the Gogolewo Manor House is included in the price. The Tenant, however, is obliged to leave previously used dishes and kitchen utensils washed and to throw the garbage into a bucket located in a marked place at entering to the estate. The above-mentioned activities are not included in the scope of final cleaning.
2. Charges for electricity, heating, WIFI and TV are included in the price.
3. The tenant is not obliged to pay any additional parking charges.
4. Changes of towels and bed sheets during the stay are additionally payable (price is specified on the website) and made available upon prior notice to the Landlord by the Tenant .
5. Only the Tenant is responsible for the valuable things left in the Gogolewo Manor House.



§6

1. All Tenants of the rooms in the Gogolewo House shall observe the rules of social coexistence, including respecting the quiet hours (from 22.00 to 6.00).
2. The Tenant is provided with one set of keys – to the booked room, to the main entrance of the building, and to the gate and the entrance gate.
3. If the keys are lost or not passed to the Landlord, the Tenant will be obliged to pay the amount of 150 (in words one hundred fifty) zlotys.

§7

1. All data of the Tenants will be used only for the purpose of booking a room in Gogolewo Manor House and will not be made available to third parties. More detailed information on the protection and processing of personal data (RODO) is available at www.dworgogolewo.pl

§8

1. In matters not covered by these regulations, the provisions of the Civil Code shall apply.
2. Any disputable issues that may arise from discrepancies in interpretation or violation of the rules set out on the website's regulations will be considered amicably in the first instance.
3. In the event that there is no agreement, any disputes arising in connection with the application or implementation of these regulations, discrepancies in its interpretation or violation of the principles set out in it, will be resolved by the competent court in Poznań.
4. The Tenant is fully responsible for persons and objects staying in the Manor House, and the whole place during the entire rental period under these Regulations.