Annex No. 2 to Regulation No.

by the Mayor of the City of Kraków of

**CONSULTATIONS FORM**

**(for consultations with residents)**

regarding

**Information about the applicant:** *(please, fill out in block capitals)'.*

|  |  |
| --- | --- |
| **First name and last name \*** |  |
| **Address \*** |  |
| **E-mail** |  |
| **Phone number** |  |

**ADMINISTRATOR INFORMATION ON THE PROCESSING OF PERSONAL DATA**

Dear Resident, please be advised that the administrator of your personal data is the Mayor of the City of Kraków with the seat at pl. Wszystkich Świętych 3-4, 31-004 Kraków. Your data is collected for the purpose of conducting public consultations.

You can contact the data administrator by post (address as above) or by email at:
sz.umk@ um.krakow.pl.

The Data Protection Officer postal address: - ul. Wielopole 17a, 31-072 Kraków,
email address: iod@um.krakow.pl.

Please be advised that:

1. You have the right to request the administrator to access your personal data, rectify them and limit processing.
2. Personal data will be processed until the case for which they were collected is resolved, and then they will be stored for at least 25 years. After that period the data will be transferred to the National Archives in Kraków.
3. You have the right to lodge a complaint with the supervisory authority, which is the President of the Personal Data Protection Office.
4. Providing personal data is a requirement resulting from the Resolution No. CXI/2904/18 by the Kraków City Council of 26/09/2018, and in the scope marked with an asterisk is mandatory. The remaining data is not mandatory.
5. The consequence of not providing the required data is the inability to participate in public consultations.
6. The legal basis for the processing of your data is Resolution No. CXI/2904/18 by the Kraków City Council of 26/09/2018, whereas the data provided in optional fields will be processed based on your consent.
Therefore, you have the right to withdraw consent and the right to delete the optional data.

\* Mandatory field

**Ladies and Gentlemen, we invite you to fill out the consultations form regarding**

 **Please, fill out in block capitals. The Kraków City Hall**

**reserves the right to verify the data provided in the forms.**

11. Content of the comment

1. Content of the comment
2. Content of the comment

**A completed and signed form**, by (enter date)

can be:

* sent in the form of a scan/photo by email to the following email address:
konsultacje@um.krakow.pl;
* sent by post to

the following address: ;

* delivered directly or fill out on site in

the official seat;

1 The content, form and number of comments depend on the specifics of a given process.