



RULES

MakoDays 2025 conference

MakoLab S.A. Head Office and conference hub

ul. Ogrodowa 8, Łódź, Poland

26th-27th November 2025

I. General provisions

1. These rules shall apply at the venues for the MakoDays 2025 conference, which is being held as follows:
 - 26th November 2025, from 9.30 AM to 5.00 PM;
 - 26th November 2025, from 7.00 to 10.00 PM (the MakoDays dinner);
 - 27th November 2025 from 8.30 AM to 1.00 PM;at the MakoLab S.A. Head Office and conference hub, ul. Ogrodowa 8, Łódź, Poland, and at the Poznański Family Palace, ul. Ogrodowa 15, Łódź, hereinafter referred to as 'the Conference'.
2. The organiser of the Conference is MakoLab S.A., having its registered address at ul. Ogrodowa 8, 91-062 Łódź, Poland, entered into the Business Register administered by the District Court for Łódź-Śródmieście in Łódź, 20th Department of the National Court Register, under the number KRS 0000289179, VAT No. 7250015526, REGON (National Official Business Register No.) 471343117, initial capital of PLN 698,698.00, paid in full, hereinafter referred to as 'the Organiser' or 'MakoLab'.
3. The Rules are addressed to anyone present at the Conference venues while the Conference is taking place. Every person who has obtained the right to enter the Conference venues is a Participant and is obliged to comply with the provisions of these Rules.
4. Entering the Conference venues is the equivalent of accepting the provisions hereof.
5. The purpose of the Rules is to ensure safety by setting out the principles for Participants' conduct and for their use of the Conference venues and of the facilities, equipment and attractions thereat.

II. Organisational and security rules applicable at the Conference venues

1. The conference is not open to the public. Admission is limited to guests invited by MakoLab S.A. and to the company's staff members, associates and supporters who appear on the list of participants.
2. The conference venues may be entered on:
 - 26th November 2025, from 9.30 AM;
 - 26th November 2025, from 6.00 PM, for the dinner;
 - 27th November 2025 from 8.30 AM;once the Participant has registered.
3. Every Participant and every person at the Conference venues is obliged both to behave in a manner which will not endanger the safety of others present at the Conference and, in particular, to abide by the provisions of these Rules and comply with the Instructions issued

by the Organiser's representatives for the purposes of ensuring everyone's safety and maintaining order.

4. The following activities are prohibited:
 - a. damaging any of the signage, information boards, devices or equipment located at the Conference venues;
 - b. any activity which may pose a threat to the life, health or safety of people at the Conference venue and, in particular, the throwing of any objects whatsoever;
 - c. touching any electrical devices, electrical switching devices and/or other devices whatsoever which are located at the Conference venues and might pose a threat to the life, health or safety of people at the venues;
 - d. using equipment located at the Conference venues in a manner inconsistent with its intended use and destroying the infrastructure of either/both of the venues.
5. Participants are obliged to use the sanitary facilities, fixtures and fittings solely in a manner consistent with their intended purpose.
6. Bringing any of the following items to the Conference or being in possession of them during it is prohibited:
 - a. weapons or other dangerous objects;
 - b. explosives;
 - c. pyrotechnic products;
 - d. materials constituting a fire hazard;
 - e. narcotic or psychotropic substances.
7. The consumption of alcoholic beverages is prohibited at the venues and during the Conference, with the exception of the dinner in the evening at the Poznański Family Palace for guests invited by MakoLab S.A., where the alcoholic drinks will be provided by an entity acting on behalf of MakoLab S.A. Bringing in, possessing and consuming alcoholic beverages other than those available at the dinner venue at the Poznański Family Palace shall be at the Participant's own cost and responsibility.
8. The Organiser will provide parking in the surface car park at the Ogródowa Office building, ul. Ogródowa 8, Łódź while the Participants are at the MakoLab Head Office and the conference hub in that building. The Organiser will not provide transport to the dinner in the evening. Participants are obliged to make their own transport arrangements. Participants travelling by motor vehicles are obliged to leave the said motor vehicles in the designated areas at their own expense.
9. Participants are obliged to use any and all devices and attractions solely in a manner consistent with their intended purpose.
10. Participants' use of the devices and attractions is at their own risk and responsibility.
11. Participants are obliged to listen to the instructions given by the people operating the devices and attractions they are using.
12. A Participant shall bear full material liability for any damage they do at the Conference venues, both in relation to other Participants and in relation to the Organiser's property or the property of an entity collaborating with the Organiser. The Organiser shall bear no responsibility for damages caused by Participants.
13. The Organiser shall bear no responsibility for property brought into the Conference venues by a Participant during the Conference or left at one of the Conference venues or in its vicinity once it is over.
14. Neither the Organiser nor entities collaborating with it shall bear any responsibility for valuable items left in outerwear handed over to it by Participants for safekeeping. Every Participant bringing valuables into the Conference venues does so at their own risk and, in the event of damage or loss, the Participant concerned shall bear the resulting costs.
15. Neither the Organiser nor entities collaborating with it shall bear liabilities for any actions of *Force Majeure*. *Force Majeure* shall be deemed to be an event which is beyond the Organiser's control and which either renders the performance of obligations impossible or means that it may be deemed impossible as a result of the prevailing circumstances. *Force Majeure* shall include, in particular, weather conditions, breakdowns of, or disruptions to, the

equipment supplying electricity, heat and/or light, national mourning, acts of war, acts of terrorism, riots and/or natural disasters, including, in particular, epidemics, hurricanes, inundations and floods and any and every other weather phenomenon of a similar nature occurring at the Conference venues. *Force Majeure* shall also be understood as the actions of state or local government authorities in respect of the formulation of policies, laws and regulations affecting the performance of obligations.

III. Participants' likenesses and personal data

1. The Organiser may record the Conference proceedings using image and/or sound recording devices for the purposes of documenting and promoting or advertising the Conference and the Organiser's events in future years. Participants' likenesses may be recorded and then distributed for documentary, reporting, advertising and promotional purposes.
2. By taking part in the Conference, Participants and other guests invited by the Organiser consent to the processing of their personal data, including their given name and surname. At the same time, by taking part in the Conference, a Participant consents to MakoLab's repeated use, free of charge, over an unlimited period, of their likeness, recorded during the Conference, in the form of photos, videos and/or film, using image and/or sound recording devices, by publishing it in its entirety or in the form of excerpts in the company's Confluence space and/or its newsletter, on its website and on MakoLab's social media profiles, which is to say, on Facebook, LinkedIn, YouTube, X and Instagram, without the need for the Participant's approval each time. The consent includes the use, distribution, recording, processing, modification and reproduction of the photos, videos and/or film shot.
3. Pursuant to *Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)* (Official Journal of the European Union OJ 2016 L 119/1), hereinafter referred to as 'the GDPR', the Organiser hereby provides the following information:
 - a. The controller of the Participant's personal data is MakoLab S.A., having its registered address at ul. Ogrodowa 8, 91-062 Łódź, Poland;
 - b. The controller has appointed a Data Protection Officer who can be contacted via email at gdpr@makolab.com;
 - c. The legal basis for processing Participants' personal data is:
 - i. Article 6(1)(f) of the GDPR, namely, for the purposes of the legitimate interests pursued by the controller in the form of keeping records, organising the Conference and preparing for it;
 - ii. for personal data in the form of a likeness, Article 6(1)(a) of the GDPR, namely, the data subject has given their consent for the purposes of publishing coverage of the Conferences in MakoLab's company spaces and newsletter, on its website and on its social media profiles.
 - d. Personal data is provided voluntarily; however, it is essential to participating in the Conference. Personal data in the form of a likeness is provided voluntarily.
 - e. Participants' personal data will be stored in MakoLab's internal Confluence space and processed on an electronic list and a hard copy thereof. The lists will be used solely for registering Participants when they enter the Conference venues.
 - f. Participants' personal data will be processed until such time as their consent is withdrawn.
 - g. Participants' personal data may be disclosed to authorised MakoLab staff members and to other entities collaborating with MakoLab on organising the Conference or providing services related to its organisation.
 - h. No automated decisions, which is to say, decisions made without human involvement, will be made about any Participant and, in particular, no Participant's data will subject to profiling.

- i. To the extent permitted by the law, Participants have the right to access their personal data and to rectify them, to request their erasure and to restrict their processing; they also have the right to data portability and the right to object to the processing of their data. In addition, with respect to the processing of data in the form of a likeness, Participants have the right to withdraw their consent at any time without affecting the legitimacy of the processing carried out on the basis of their consent before its withdrawal. To that end, it is essential to contact MakoLab S.A. by email at gdpr@makolab.com.
- j. Participants also have the right to lodge a complaint with the President of the Personal Data Protection Office (PDPO), ul. Stawki 2, 00-193 Warszawa, Poland, if they believe that the data controller has violated the applicable law on personal data protection.

IV. Final provisions

- 1. These Rules are available from the Organisers representatives at the Conference venues and have been made available to the Participants prior to the day of the Conference at a time and in a manner enabling them to familiarise themselves with the content hereof.
- 2. Violation of the Rules may, in particular, result in:
 - a. the Participant concerned being requested to leave the Conference venue;
 - b. The Participant concerned being apprehended and handed over to external purposes, especially the police.
- 3. For matters not provided for in these Rules, the applicable laws shall apply, particularly the Civil Code.
- 4. The Rules come into force on the 24th day of November 2025 and shall be valid for the duration of the Conference.