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PRIVACY STATEMENT: STUDIO STAY ON SIXTY6 SITUATED AT 66 RIVONIA ROAD, CHISLEHURSTON, SANDTON

1. INTERPRETATION

1.1. Unless otherwise expressly stated, or the context otherwise requires, the words and expressions listed below will, when used in this Privacy Statement, bear the meanings ascribed to them and cognate words and expressions will bear corresponding meanings:

1.1.1. Apartment – a residential accommodation apartment leased from Studio Stay on Sixty6, a division of T & C Properties;

1.1.2. Privacy Statement – this privacy statement, together with all annexures and addenda hereto;

1.1.3. 66 Rivonia Road – a soft retail centre and lifestyle destination, with a mix of commercial tenants and residential apartments, in the T & C Properties property portfolio;

1.1.4. Site – the website found at address www.studiostayonsixty6.co.za;

1.1.5. Studio Stay on Sixty6 – is a division of T & C Properties (Pty) Ltd, charged with marketing and managing the Apartments;

1.1.6. T & C Properties – Taeuber & Corssen Properties (Pty) Ltd, Registration Number 1969/016253/07, a company duly registered and incorporated under the laws of the Republic of South Africa, and “we/us/our” shall mean T & C Properties, as the context may require.

2. GENERAL

This Privacy Statement sets out the privacy practices relevant to this Site, and explains how information is collected *via* the Site, how it is used, your rights, and the controls you have. Please take the time to review this Privacy Statement carefully, as it informs you how information is collected and how it is used.



3. INFORMATION WE COLLECT

3.1. Information we collect from you:

- 3.1.1. Information provided voluntarily by you, in particular: your name, address, contact details (such as your telephone number, email address or fax number), date of birth, the names of any person travelling with you, your payment information, and any special requests for your upcoming stay at Studio Stay on Sixty6 when you complete the reservation forms on the Site, or when requesting any information from us;
- 3.1.2. Information that you provide, when you contact us, or otherwise communicate with us, by any means. This may include, for example reporting a problem, submitting queries, concerns and comments regarding the Site, and/or its content, or providing us with information about where you heard about Studio Stay on Sixty6 and
- 3.1.3. Any other information in respect of your personal information and/or preferences, to the extent that the information is relevant to making a reservation for your upcoming stay at 66 Rivonia Road.

3.2. However, it remains your responsibility to ensure that any third party on whose behalf you have provided personal information to us of the kind envisaged in clause 3.1 above, is aware that you have attended to do so, and have understood and accepted the manner in which we use his/her information, as envisaged in this Privacy Statement.

3.3. Information we collect about you from your use of the Site:

- 3.3.1. We collect information about your use of the Site, and in particular, details of your visits, such as pages viewed, and the resources that you access. Such information includes the Internet Protocol (IP) addresses used to connect your device to the Internet, information about your visit, data identifying the country associated with your IP address.
- 3.3.2. Our web servers also collect certain other communication information about all visitors to this Site, including host names and the Uniform Resource Locators (URL) or the domain name associated with a visitor's transit to, through and from our Site (including date and time) and a record of which pages have been requested.



3.3.3. This information is used to produce aggregate visitor statistics in relation to which pages are being accessed. It may also be used to monitor usage patterns on this Site in order to improve navigation and design features to help you get information more easily.

3.4. Apps QR codes or other related technologies

3.4.1. When you scan a QR Code, the third party that we engage to provide those QR Codes may collect certain information from your mobile device (such as your mobile device identifier and IP address). We use this information only for the purpose of providing statistical reports to us about users of the Site and our services.

3.5. Technical Information

3.5.1. We may automatically collect additional technical information such as the IP address used to connect your device to the internet, type of internet browsers you use and version, time-zone setting, time and date of information requests, browser plug-in types and versions, operating system and platform and the URL clickstream through which you linked to this Site and the associated domains. The information collected is only used to assist us in providing an effective service on the Site and to remedy any errors which may occur during your visit to the Site.

4. USE OF COOKIES

4.1. We use cookies to assist us in improving the Site by collecting information about you and your device.

4.2. Cookies are used for different purposes. They allow you to be recognised as the same user across the pages of a website, between websites or when you use an application. The types of information that we collect through cookies include IP address, device identification, viewed pages, browser type, browsing information, operating system, internet service provider, timestamp, whether you have responded to an advertisement, the referring URL, and features used or activities engaged in within the Site.

4.3. The Site uses cookies for different purposes:

4.3.1. Technical cookies: We use technical cookies to show you our Site, to make it function correctly, to create your booking account, to sign you in and to



manage your reservation at 66 Rivonia Road. These technical cookies are absolutely necessary for our Site to function properly.

4.3.2. Functional cookies: We use functional cookies to record your preferences and to help you to use our Site efficiently and effectively. If you are using the Site, these cookies remember your preferred currency, language, your searches and your previously viewed pages. We may also use cookies to remember your information so that you do not have to retype your credentials each time you visit our site. Passwords will, however, always be encrypted. These functional cookies are not strictly necessary for the functioning of our Site, but they add functionality.

4.3.3. Analytical cookies: We use analytical cookies to gain insight into how visitors use the Site. This means we can optimise and improve our Site, understand the effectiveness of advertisements and communications. The information we gather can include which pages you have viewed, which platform type you have used, and date and time stamp information.

4.3.4. Commercial cookies: We use third-party cookies as well as our own to display personalised advertisements on our Site, and on other websites. This is called “retargeting”, and it is based on browsing activities, such as the destinations you have been searching for, the accommodation you have viewed and the prices you have been shown. For more information about commercial cookies and to control the use of these cookies please refer to www.youronlinechoices.com.

4.4. You can prevent the collection of analytical and retargeting cookies, described above, that is generated by cookies and by Google, as well as the processing of this information by Google, by downloading and installing the browser plug-in available from the following link [<http://tools.google.com/dlpage/gaoptout>].

4.5. Most web browsers automatically accept cookies but, if you prefer, you can set your browser to either accept all new cookies, have it notify you when you receive a new cookie or disable cookies altogether. If you wish to restrict or block the cookies which are used on the Site, or indeed any other website, you can do this through your browser settings. Please refer to the Help function within your browser to learn how to do this, as every device is different.

4.6. Please note that by blocking or deleting cookies on the Site, you may not be able to utilise the Site optimally.



- 4.7. The Site will from time to time embed photos and video content from websites such as YouTube. As a result, when you visit a page with content embedded from, for example, YouTube, you may be presented with cookies from these websites. We do not control the dissemination of these cookies. You should have regard to the relevant third-party website for more information about these.

5. USE OF YOUR INFORMATION

- 5.1. We use your personal information to complete, administer, and facilitate your online reservation for your upcoming stay at Studio Stay on Sixty6. This includes sending you communications in relation to your reservation such as confirmations, modifications and reminders.
- 5.2. When you use our services, we may send you a questionnaire or invite you to provide a review about your experience with Studio Stay on Sixty6.
- 5.3. In certain cases, we may need to use your information to resolve legal disputes, for regulatory investigations and compliance, to enforce the terms of use of the Studio Stay on Sixty6online reservation service or to comply with lawful requests from law enforcement agencies.
- 5.4. We rely on the legal basis that the processing of the personal information is necessary for the performance of a contract, specifically to finalise and administer your reservation at Studio Stay on Sixty6. If the required personal information is not provided, we cannot finalise the reservation, and cannot provide the required customer service.
- 5.5. In addition, we may use information collected from you:
- 5.5.1. To contact you in our legitimate interests, particularly where you have asked us to do so, for example, if you request *via* the Site that we contact you;
 - 5.5.2. To provide you with information which you have requested from us in our legitimate interest or, where required with your consent, for example, if you request information regarding our service offering or a newsletter from us;
 - 5.5.3. To provide information to you relating to services that may be of interest to you. Such additional information will only be provided where you have separately consented to receive such information; and



- 5.5.4. To obtain, in our legitimate interest, or where required by law, or with your consent, your feedback on our services which may include a market research survey.
- 5.6. If, at any time, you decide you no longer wish to receive communications from us, you are entitled to unsubscribe, using the unsubscribe link in our communication.
- 5.7. We will not use data or information obtained by this Site for dissemination or sale to third parties for consumer marketing purposes or host mailings on behalf of third parties.
- 5.8. We may use information we collect about you from your use of the Site in our legitimate interest:
 - 5.8.1. To administer the Site and for internal operations, including troubleshooting, data analysis, testing, research and survey purposes;
 - 5.8.2. To keep the Site safe and secure;
 - 5.8.3. To improve the Site to ensure content is presented in the most effective manner for our and for your device; and
 - 5.8.4. To measure and understand the effectiveness of advertising we serve to you and others, and to deliver relevant advertising to you.

6. DISCLOSING YOUR INFORMATION

- 6.1. We may share your information with organisations that help us provide the services described in this Privacy Statement, and who may process such information on our behalf, and in accordance with this Privacy Statement, to support the Site and our services. For example, we may need to provide these details to a third party - such as a mailing house or mailing broadcast services, provider - if it was necessary to enable us to deliver you with the information you had requested or to a third party providing back office support or IT, hosting or software services, or to market research organisations engaged by us to obtain client feedback on our services. We may also share information with our legal advisors, auditors or other professional advisors.
- 6.2. The Sites may include a link to a secure payment gateway provider. You will be providing credit or debit card information directly to the provider in order to process payment details and authorise payment. Information which you supply in such cases is not within our control, and is subject to the payment gateway provider's own privacy statement and terms and conditions.



- 6.3. In relation to information obtained about you from your use of the Site, we may share a cookie identifier and IP data with analytic and advertising network services providers, to assist us in the improvement and optimisation of our Site.
- 6.4. We may disclose your personal information in other circumstances where:
- 6.4.1. You agree to such disclosure;
 - 6.4.2. If we are required to do so by law, Court order, legal obligation or regulatory authority;
 - 6.4.3. For the purposes of prevention of fraud or other crime; or
 - 6.4.4. If we believe that such action is necessary to protect and defend the rights, property or personal safety of T & C Properties, 66 Rivonia Road, Studio Stay on Sixty6 or its visitors.
- 6.5. In the event that we undergo a commercial re-structure, or we are sold to a third party, you agree that any personal information we hold about you may be transferred to that re-structured entity, or third party.

7. STORAGE AND RETENTION

- 7.1. Information collected from visitors to the Site will only be kept in order to provide the required service.
- 7.2. Where you ultimately make a reservation at Studio Stay on Sixty6, your personal information will be retained by us for as long as you maintain a customer relationship with us, in order to meet our contractual obligations to you, and for a period after that to identify any issues, in order to comply with any claim limitation periods, and/or to resolve any legal proceedings.
- 7.3. We may also retain aggregate information beyond this time for research purposes and to help improve our services. Information is held and ultimately destroyed in accordance with our data retention policies. Should you require your information to be updated, amended or deleted from our records, please contact us, as per clause 13 below, outlining your requirements.

8. SAFEGUARDING YOUR INFORMATION

- 8.1. Data sent to us using the reservation forms on the Site are encrypted in transmission.



- 8.2. We observe reasonable procedures to prevent unauthorised access to, and the misuse of, personal information.
- 8.3. We use appropriate business systems and procedures to protect and safeguard the personal information you give us. We also use security procedures and technical and physical restrictions for accessing and using the personal information on our servers, and only authorised personnel are permitted to access personal information in the course of their work.

9. PERSONAL INFORMATION OF CHILDREN

- 9.1. The services offered by the Site are not directed at children under 18 years of age. In respect of information of children younger than 18 years old, the use of any of our services is only allowed with the valid consent of a parent or a guardian.
- 9.2. In limited cases, as part of a reservation at Studio Stay on Sixty6, we may collect and use information of children only as provided by the parent or guardian or with the parent or guardian's consent. If we become aware that we process information of a child under 18 years without the valid consent of a parent or guardian, we reserve the right to delete it.

10. THIRD PARTY LINKS

- 10.1. Occasionally we include links to third parties on the Site. Where we provide such a third-party link, we do not endorse or approve that third-party website's privacy policy.
- 10.2. It remains your responsibility to review the third-party privacy statement before using that website, or sending them any of your personal information.

11. YOUR RIGHTS

- 11.1. You are entitled to:
 - 11.1.1. Be provided with a copy of any of your personal information held by us;
 - 11.1.2. Request the rectification and/or deletion of any of your personal information held by us;
 - 11.1.3. Request that we restrict the processing of your personal information;
 - 11.1.4. Object to the further processing of your personal information, including the right to object to direct marketing; and



Request that your personal information be transferred to a third party.

- 11.2. Where the processing of your personal information is based on consent, you have the right to withdraw that consent, at any time by providing us with notice of your withdrawal of such consent.
- 11.3. If your request or concern is not satisfactorily resolved by us, you may approach your local data protection authority.

12. CHANGES TO THIS PRIVACY STATEMENT

We want to offer you the best possible browsing experience. Consequently, additional functions, features, products or services may be incorporated into the Site, from time to time. This, and our commitment to protecting the privacy of your personal information, may result in periodic changes to this Privacy Statement. As a result, please refer back to this Privacy Statement regularly to review any such amendments.

13. CONTACTING US

If you have any queries or concerns in respect of this Privacy Statement, please contact us at: info@studiostayonsixty6.co.za.

