



TERMS & CONDITIONS **July/2024**

PLEASE READ THIS POLICY CAREFULLY BEFORE REGISTERING FOR AN ACCOUNT WITH US

HSK PROPERTY GROUP (**we/us/our**) are committed to protecting and respecting your personal data and your privacy. We recognise that your personal data is your property and that you have provided it to us for specific purposes.

Unless otherwise required by law, the Information Commissioner's Office (**ICO**) guidance or best practice, or in order to perform our contract with you, we will only process your personal data in the way we tell you or in the way you ask us to, and we will give it back to you at any time **or delete from our records.**

9. Your rights

9.1 In relation to all of your personal data, you have the following rights to ask us or us or HSK Property Group Ltd (in addition to any rights you may have under the Act or the Regulation):

- **9.1.1** not to process your personal data for marketing purposes;
- **9.1.2** to clarify what data we or HSK Property Group hold about you, how it was obtained, to whom it has been disclosed and for how long it will be stored;
- **9.1.3** to amend any inaccurate data we or HSK Property Group hold about you;
- **9.1.4** to delete any of your data (where you no longer think we or HSK Property Group need to hold it or you think we or HSK Property Group have obtained it or processed it without your consent at any time); and
- **9.1.5** to only process your personal data in limited circumstances or for limited purposes.

9.2 If you wish to exercise any of your rights at any time, please contact us on the details contained at the beginning of this policy in the first instance. We will require you to verify your identity to us before we provide any personal data, and reserve the right to ask you to specify the types of personal data to which your request relates.

9.3 Where you wish to exercise any of your rights, they may be subject to payment of a nominal administration fee (to cover our costs incurred in processing your request) and any clarification we



may reasonably require in relation to your request. Such fees may be charged where we consider (acting reasonably) that your request is excessive, unfounded or repetitive.

9.4 Any data provided to you in accordance with your rights will be in a structured and **communicated accordingly.**