

## PRIVACY POLICY ADDENDUM FINANCIAL TECHNOLOGIES (PTY) LTD

### INTRODUCTION

1. This is the Privacy Policy of Addendum Financial Technologies (Pty) Ltd. We are a private company incorporated in South Africa with company number 2013/211516/07. Our registered office is at Third Floor, Gihon Building, corner of Bill Bezuidenhout Avenue and Sportica Crescent, Tygervalley, Bellville, South Africa.
2. We provide the following services (**Services**):
  - In our Working Capital division, access to and use of PrimeRevenue Inc's supply chain finance and selective receivables finance platform available at [www.primerevenue.com/login/](http://www.primerevenue.com/login/), in our capacity as duly appointed reseller of the platform (**PR Platform**), as well as our procurement services.
  - In our Funding Solutions division, access to and use of our proprietary Addendum Funding Solutions platform available at <https://platform.addendum.co.za/> (**FS Platform**).
3. We also operate a website at [www.addendum.co.za](http://www.addendum.co.za) (**Website**) as well as profiles on LinkedIn, Facebook and Instagram and may use other social media sites from time to time (all of these, collectively, the **Sites**).
4. We are the "responsible party" for purposes of applicable data protection legislation in respect of all Personal Information that we collect from you or that you submit to us in the course of us rendering the Services (except for the exclusions listed in clause 5 and 6 below), via the Sites and/or in any correspondence and/or communication with us. This Privacy Policy sets out the basis on which we will use, store and process such Personal Information.
5. Any information exchanged via the PR Platform is governed by the privacy policy of PrimeRevenue Inc, which may be found here: <https://primerevenue.com/privacy/>.
6. Any information exchanged via the FS Platform is governed by the privacy policy of the FS Platform, which may be found on the FS Platform. The privacy policy of the FS Platform is only displayed to registered users of the FS Platform.

### INFORMATION WE MAY COLLECT ABOUT YOU

7. When you visit the Sites, we may collect certain information that is not Personal Information such as information about your operating system, browser type, and internet service provider. This type of information does not identify you personally.
8. When you visit the Sites or subscribe for our Services, we may also collect Personal Information that you provide to us.
9. For purposes of this Privacy Policy, "**Personal Information**" shall mean any information of a personal nature by which you can be identified as an individual such as your name, postal address, email address, telephone number (which will be displayed in the material you submit), home country, postal code, your fax number, gender, age, and/or company name.
10. We may collect and process the following information (which may include Personal Information) about you: information that you provide by filling in forms on the Sites; information provided at the time of subscribing to our Services, posting material or requesting further services; information that we may ask you for if you enter any competition or promotion featured on our Sites or if you report a problem with our Sites and/or our Services; information that you provide, such as new or deleted postings, new or deleted comments, keyword searches, scam reports and new contact details; details of the fulfilment of any contract you enter into with us; and details of your visits to the Sites (including, but not limited to, traffic data, location data, weblogs and other communication data, whether this is required for our own billing purposes or otherwise) and the resources that you access.
11. If you contact us, we may keep a record of that correspondence.
12. We may ask you to complete surveys that we use for research purposes, although you do not have to respond to them.

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13. We use third parties to monitor Site traffic, which may, in some instances, store your information, including the Personal Information you submit to such third parties.
14. We also collect and process the Personal Information that you provide on the PR Platform and FS Platform. This may include the following details relating to juristic persons (as user of these platforms) and the natural persons who access the platforms on behalf of these users: names, addresses, registration/VAT/identity numbers, contact details, and any other information which we lawfully receive and which may be relevant to the use of the platforms.
15. BY USING THE SITES OR THE SERVICES, YOU CONSENT TO COLLECTION, STORAGE, AND USE OF THE PERSONAL INFORMATION YOU PROVIDE FOR ANY OF THE SERVICES THAT WE OFFER, AND YOU CONSENT TO OUR COLLECTION OF ANY CHANGES OR UPDATES THAT YOU MAY PROVIDE TO ANY INFORMATION YOU PROVIDE THAT IS COLLECTED BY US.

## STORAGE OF YOUR PERSONAL INFORMATION

16. We will do our best to protect your Personal Information, and we will use technology that will help us to do this, however, the transmission of information via the internet is not completely secure and we cannot guarantee the security of your information transmitted to our Sites. Any transmission of your information to our Sites is entirely at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.
17. We will keep your Personal Information only for a reasonable time to enable us to use it for the purposes described in this Privacy Policy.

## COOKIES

18. We make use of log files. The information inside the log files includes: type of browser, internet service provider (ISP), date/time stamp, referring/exit pages, and number of clicks to analyse trends, administer the Sites, track users' movement around the Sites, and gather demographic information. This is statistical data about our users' browsing actions and patterns and does not identify any individual.
19. We may use cookies to manage our users' sessions and to store preferences, tracking information, and language selection (Cookies). Cookies may be used whether you register with us or not. The types of information a Cookie collects include the date and time you visited the Sites, your browsing history, your preferences, and your username.
20. In some instances, our third-party service providers may use Cookies on the Sites. We cannot control or access Cookies used by third party service providers. This Privacy Policy covers only Cookies used by us, and not any Cookies used by third parties.
21. Cookies enable us to estimate the Sites' audience size and usage pattern; record user-specific information in respect of which pages the user access or visit; store information about your preferences, which allows us to customize the Sites according to your individual interests; speed up your searches; and recognize you when you return to the Sites.
22. You can either accept or decline the use of Cookies on your computer, whether you are registered with us or not. Typically, you can configure your browser to not accept Cookies. However, declining the use of Cookies may limit your access to certain features of the Sites. For example, you may have difficulty using certain interactive features of the Sites, such as the "Contact Us" feature on our website.

## THIRD PARTIES

23. We use third-party service providers to monitor our users' interests. In addition, the Sites may occasionally contain links to third-party websites (Third-Party Websites). If you click on the links to Third-Party Websites, you leave the Site in question. We are not responsible for the content of these Third-Party Websites or for the security of your Personal Information when you use the Third-Party Websites. These third-party service providers and Third-Party Websites may have their own privacy policies governing the storage and retention of your Personal Information that you may be subject to. They may also collect information that is not Personal Information such as your browser specification, or operating system.
24. This Privacy Policy does not govern Personal Information provided to, stored on, or used by these third-party

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providers and Third-Party Websites. We recommend that when you enter a Third-Party Site, you review the Third-Party Website's privacy policy as it relates to how such third parties collect, process, store and protect your Personal Information.

25. Third-party advertising companies appointed by Addendum and other third-party vendors may use information (not Personal Information) about your visits to the Sites and Third-Party Websites to provide advertisements about goods and services of interest to you.
26. On the Website, Google, as a third-party vendor, uses Cookies to serve advertisements. Google's use of the DoubleClick DART Cookie enables it to serve advertisements to the Website's users based on their visit to the Websites and Third-Party Websites. For more information on the DART Cookie, see <https://marketingplatform.google.com/about/enterprise/>.
27. You may opt out of the use of the DART Cookie by Google by visiting the Google Ad and Content Network Privacy Policy at <https://policies.google.com/technologies/ads>. You may opt out of targeting advertising for all NAI member ad networks by visiting <http://www.networkadvertising.org/>.

## HOW YOUR INFORMATION IS USED AND DISCLOSED

28. We may use the information, including the Personal Information we hold about you in the following ways: to ensure that content from our Sites is presented in the most effective manner for you and for your computer; in aggregate form, for internal business purposes such as generating statistics and developing our strategic and marketing plans; to provide you with information, products or services that you request from us or which we feel may interest you, where you have consented to be contacted for such purposes; to allow you to participate in interactive features of our Sites and Services, when you choose to do so; to carry out any contracts that may form between us; to respond to any queries you make; and to notify you about changes to our Service.
29. We may use information provided by you in the following ways: to enforce any agreement between us, monitor user activity, such as keyword searches or new postings, and more effectively manage traffic on the Sites; provide customer services, create and manage user accounts; and assist you with technical difficulties.
30. Also, we may share with third-party service providers certain information, such as your browser capabilities or operating system, that we have collected in order to better understand which advertisements and services may interest you.
31. We may block users located in certain countries from using the Sites. We may retain such information for as long as is required to fulfill our business objective, even after your use of our Sites or Services are terminated.
32. We process your Personal Information on the basis of your consent, where the processing is necessary for the performance of a contract which you are a party to, where the processing is necessary for the purpose of our or a third party's legitimate interest where your interests do not override this legitimate interest and where the processing is necessary to comply with a legal obligation.

## PROTECTING YOUR PERSONAL INFORMATION

33. You are a valued customer, and we recognize that protecting your privacy is important to you. For this reason, we are committed to protecting the Personal Information you provide in a variety of ways. We do not directly process any payments.
34. You may utilize the Sites as an anonymous user. We have taken certain security precautions in safeguarding your Personal Information. However, as with most electronic transactions, no method is 100% safe. While we strive to use a commercially acceptable means to protect the Personal Information you provide, we cannot guarantee its security. Therefore, you acknowledge and agree that we assume no liability regarding the theft, loss, alteration or misuse of personal or other information or content, including, without limitation, such information that has been provided to third parties or other users, or with regards to the failure of a third party to abide by the agreement between us and such third party.
35. You may participate with us by posting or commenting on the Sites. We strongly discourage posting any information on these features or in any content posted by you that you do not want others to see.

## ACCESSING AND MODIFYING PERSONAL INFORMATION AND COMMUNICATION

36. You may access, remove, review, and/or make changes to Personal Information that you have provided to us.

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You need not register in order to submit a comment, post or respond to advertisements on the Sites.

37. If you subscribe for our Services or submit a comment via the Sites, we may send you certain notifications, advertisements and other communications about our Services. We may also send you any legally required notifications and certain notifications, including but not limited to service-related notices or notices regarding a change to any of our policies. For example, we may send you a notice regarding server problems or scheduled maintenance to PR Platform or FS Platform.
38. You may opt out of receiving notifications, advertisements and other communications from us by emailing us via [enquiries@addendum.co.za](mailto:enquiries@addendum.co.za). You cannot opt out of receiving certain communications such as legal notices and transactional communications that solely relate to the functionality of the PR Platform or FS Platform and are accordingly essential for users to receive.
39. We will not change your preferences without your consent.

## YOUR RIGHTS IN RELATION TO YOUR PERSONAL INFORMATION

40. Subject to applicable law including relevant data protection laws, in addition to your ability to withdraw any consent you have given to our processing your Personal Information, you may have several rights in connection with the processing of your Personal Information, including: the right to request access to your Personal Information that we process or control; the right to request rectification of any inaccuracies in your Personal Information or, taking into account the purposes of our processing, to request that incomplete information is completed; the right to request, on legitimate grounds as specified in law, erasure of your Personal Information that we process or control; the right to the restriction of processing of your Personal Information that we process or control; the right to object, on legitimate grounds as specified in law, to the processing of your Personal Information; and the right to lodge complaints regarding the processing of your Personal Information with the relevant data protection regulator.
41. If you would like to exercise any of the rights set out above, please contact us using the contact details set out below.

## DISCLOSURES

42. On rare occasions, we may be required to disclose your Personal Information due to legal or regulatory requirements. In such instances, we reserve the right to disclose your Personal Information as required in order to comply with our legal obligations, including but not limited to complying with court orders, warrants, subpoenas, service of process requirements or discovery requests.
43. We may also disclose information about our users to law enforcement officers or others, in the good faith belief that such disclosure is reasonably necessary to enforce an agreement between us and/or this Privacy Policy, respond to claims that any content violates the rights of third-parties, or protect the rights, property, or our personal safety or the personal safety of our users or the general public.
44. If substantially all our assets are sold or merged into another company, we will notify you of the transaction. The acquiring company shall be given access to your Personal Information without your consent. If we sell only a part of our business, the acquiring entity shall have access to your Personal Information without your consent and we may send you a notice regarding this sale.

## NOTIFICATION OF CHANGES

45. We reserve the right to change this Privacy Policy from time to time, and in our sole discretion. We may send you a notice regarding material changes to this Privacy Policy.

## HOW TO CONTACT US

46. If you have questions about this Privacy Policy, please contact us via [enquiries@addendum.co.za](mailto:enquiries@addendum.co.za) with "Privacy Policy" in the subject line.