

Royop Development Corporation

Privacy Policy

Effective July 15, 2018

Royop Development Corporation, its subsidiaries and affiliates (Royop) has a reputation for, and is committed to, respecting the personal data that we hold. This Privacy Policy ("Policy") applies to Royop. This privacy policy describes why and how we collect personal data and provides information about individuals' rights. It applies to personal data provided to us through the information we receive from subscriptions to our newsletters, applications for a position within the company or any correspondences. We may use personal data provided to us for the purposes herein described in this privacy statement.

By providing your Personal Information, you consent to the terms of this Policy. We reserve the right to amend or change this Policy at any time at our sole discretion. However, for changes that would materially degrade privacy rights, we will provide an opportunity to review and opt-in to search changes.

Personal Information does not need to be provided to browse the Royop website. However, you may consent to provide Personal Information such as your name, address, email address, telephone number, or business contact information, to opt-in to our newsletters, or applying for a job. If you do not want to share your Personal Information with us, please do not submit it. Unfortunately, this means that we may not be able to provide you with the services you have requested.

If you choose to provide us with your information, we may use it for the following purposes:

1. To provide you with real estate, development, or property management related services if you are a client, or become a client, of Royop.
2. To send you *Leasing Opportunities* or other newsletters you have subscribed to on the website.
3. To answer your questions submitted through the *Contact Us* feature of the website.
4. To recruit prospective employees who have applied for a job through the website or via direct email.

We do not collect, use, or disclose Personal Information for any other purposes that are materially different from those set forth herein. However, if we wish to do so in the future, we will obtain consent first, and offer the choice to opt-out of such collection, use, or disclosure.

We do not share Personal Information with third parties except as described below and ***we will never sell, rent, or share your Personal Information for direct marketing purposes.***

We may share your Personal Information with any of our subsidiary and affiliate entities for the purposes described in this Notice.

1. We may share Personal Information with contracted service providers as may be necessary for us to achieve the purposes described in this Policy. These service providers are under a contractual obligation to use Personal Information only for the purposes for which they were hired and in accordance with our privacy law and applicable law.
2. We may share Personal Information as part of joint marketing efforts with affiliates and third-party business partners, consistent with the purposes described in this Policy.
3. In the event we go through a business transition, such as being acquired by another company, or selling all or part of our assets, Personal Information will, in most instances, be part of the assets transferred. All information will be subject to the any pre-existing Policy unless the acquiring entity obtains your consent to additional uses.
4. We will disclose Personal Information and related confidential information as necessary to comply with judicial orders, subpoenas, civil or criminal investigative demands, administrative and regulatory demands, and other legal obligations. Only if we believe, in good faith, that the disclosure is necessary to comply with the law, to protect our rights, to protect your safety or the safety of others, or to investigate violations of applicable law.

We retain the Personal Information processed by us for as long as is considered necessary for the purpose(s) for which it was collected (including as required by applicable law or regulation). We may keep data for longer to establish, exercise, or defend our legal rights and the legal rights of our clients. Personal data may be securely archived with restricted access and other appropriate safeguards where there is a need to continue to retain it.

We take reasonable administrative, technical and physical steps to ensure that Personal Information in our custody and control remains accurate, timely, and secure. Unfortunately, no data transmission over the Internet can be guaranteed as secure and we cannot be responsible for harm that you or any other person may suffer because of a breach of confidentiality in respect to your use of the website or any information you transmit through internet communications.

Interested parties can subscribe to our newsletters that provide information about our services, by providing us with a valid email address. To stop receiving these kinds of emails click the unsubscribe link, by following the instructions in the footer of the email, or by submitting a written request to the Privacy Office.

We communicate with customers and interested individuals via email, regular mail, and telephone to provide requested services. To be removed from a mailing or calling list at any time, submit a written request to the Privacy Office.

The Royop website is a general audience website and not intended for minors. We do not knowingly collect Personal Information from anyone under 13 years of age. If you believe we may have collected information from your child on the website, please contact the Privacy Office and we will make reasonable efforts to delete the information from our records.

We do not use the Sites to knowingly collect data such as that relating to racial or ethnic origin, current or future medical status, genetic information, religious, philosophical or moral beliefs, labour union affiliation, political opinions or sexual preference. If you believe you have mistakenly provided us with any sensitive data, please contact the Privacy Office.

We take your privacy concerns seriously. If you believe we have not complied with this Policy, or you have any other questions, you may write to our Privacy Office.

Privacy Office

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