
PRIVACY STATEMENT THE COLLECTION HOLDING B.V.

1 Introduction and purpose

We are:

- (i) The owner and landlord of the property rented by you (one of the property owners as listed in Schedule 1, as named in your lease agreement (**Lease agreement**); (hereinafter also referred to as: The Collection)

In the remainder of this Privacy Statement, The Collection is also referred to as 'we/us', 'us' or 'our'.

We will process and use information that directly or indirectly relates to individuals (the data subjects) to execute, fulfil and comply with the Lease Agreement for the leasing of a multi-tenant business premises (**Building**) and any of our rights and obligations deriving therefrom. We both qualify as a data controller with respect to the personal data we process from you in this context under the applicable data protection laws, such as the General Data Protection Regulation; GDPR.

In this Privacy Statement, we explain to you what personal data we collect, store and use (collectively referred to as 'processing' personal data), and for what purposes we do so, and we inform you of your rights. For questions you can always contact us on the contact details included in §12 of this Privacy Statement.

Please note that if you provide personal data to us from someone other than yourself, for example of the legal representative(s) of the company you work for or colleagues, then please provide that person with a copy of this privacy statement before you share their personal data with us.

2 Whose personal data do we process?

We collect personal data from the following categories of data subjects:

- Representatives, contacts and/or employees of our current and former contract partners, including business tenants and their affiliated companies, and other parties involved in the execution of the Lease agreement, e.g. property managers, insurance companies, contractors, consultants, engineers, advisors, etc.;
- Occupiers, visitors and/or other users of the Building, and/or the parking spaces located in the parking garage of the Building.
- Individuals who provide personal information via our website's contact form or by emailing our general inbox with inquiries or requests.

3 How do we obtain your personal data?

We hold personal data about you because you have provided it to us and/or because we have obtained your personal data from third parties. These third parties are, for example, our former and current contract partners with which we have entered into a Lease agreement.

If we collect your personal data, we may collect information about you in various ways:

- Directly from you, for example when you engage in business with us and provide us with your personal information by contacting us or when a contact person provides his/her personal

data by email, through our website, by phone, through a messaging services, on paper or by means of a business card;

- Directly from you when you occupy, visit or (otherwise) make use of the Building or by using the parking space and the charging stations managed by our software solutions;
- From third parties, for example, if you are employed, contracted by, represent or engage in business with or on behalf of the tenant(s), visitors and/or users of the Building or parking spaces;
- From third parties, for example where we obtain your contact details from companies we work with (in the course of our business activities, namely business tenants); and
- Otherwise, for example, by consulting public sources/public records (e.g. your website, the trade register, branch associations or media), by own research and by contacting companies.

4 Legal grounds

The legal grounds used for our processing activities are:

- 1) The processing is necessary for the performance and execution of a contract with an individual (you);
- 2) The processing is necessary for compliance with legal obligations (including our obligations under applicable tax laws, our legal administration obligations, to cooperate with supervisory authorities);
- 3) The processing is necessary for our legitimate (business) interests;
- 4) The processing is based on consent.

If applicable laws require so, we will process your personal data upon your (explicit) consent. In such case we will always ask for your consent separately and provide you with the information you need to decide on whether to give your consent. If any kind of processing is based on your consent, we hereby inform you that you have the right to withdraw your consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal. To exercise this right, or if you have questions on how we collect and use your personal data, please contact us via the contact information in §12.

5 What personal data do we process and for what purposes?

We collect and process the following categories of personal data:

- Personal details: first and last name, date of birth, gender.
- (Business) contact details: (business) address, (business) email address(es) and phone number(s).
- Business details: business/company information (including contact details of for example representatives), position/job title, signatures, excerpts of registers (public or not, e.g. from the Chamber of Commerce).
- Financial details: payment information and bank account details, account holder details, past payments.
- Service related details: brand of electric vehicle, charging station or charging card data.
- Usage data: data collected about the use of the Building, such as the consumption of energy, the using of parking space and/or charging facilities.
- CCTV data: data collected by CCTV in the Building.
- Access registration data: (location) data collected through you personal access card.

Below we have included an overview of what categories of personal data we process for which specific purpose, on which legal basis. Capitalized terms in this overview shall have the same meaning as defined under the Lease agreement.

Personal data	Purpose	Legal ground
<ul style="list-style-type: none"> • Personal details • Contact details • Business details 	<ul style="list-style-type: none"> • In order to enter into and execute the Lease agreement * 	3
<ul style="list-style-type: none"> • Contact details • Other (personal) information you provide if you send us an email or fill out the contact form on our website. 	<ul style="list-style-type: none"> • To contact you / to communicate with you, for example via email correspondence and/or telephone calls 	1 and 3
<ul style="list-style-type: none"> • Financial details 	<ul style="list-style-type: none"> • Financial administration and tax administration purposes, to send you our invoices, to collect debts and to pay out the reimbursements* 	2
<ul style="list-style-type: none"> • Personal details • Contact details • Business details • Financial details 	<ul style="list-style-type: none"> • To handle complaints, deal with possible disputes, to establish, defend and exercise our (legal) position 	3
<ul style="list-style-type: none"> • Personal details • Contact details • Business details 	<ul style="list-style-type: none"> • For purposes of business continuity 	3
<ul style="list-style-type: none"> • Personal details • Contact details • Business details 	<ul style="list-style-type: none"> • For marketing purposes, to inform you of new or similar services 	3 or based on your consent
<ul style="list-style-type: none"> • Personal details • Contact details • Business details 	<ul style="list-style-type: none"> • To comply with a(n) (binding) order or request of a competent authority or court of law* 	2
<ul style="list-style-type: none"> • Service related data • Usage data 	<ul style="list-style-type: none"> • To monitor the electricity meter placed per Building 	3
<ul style="list-style-type: none"> • Service related data • Usage data 	<ul style="list-style-type: none"> • To monitor and test the air quality of the Building 	3
<ul style="list-style-type: none"> • Service related data • Usage data 	<ul style="list-style-type: none"> • In the context of performing energy audits 	3
<ul style="list-style-type: none"> • Environmental data • Usage data 	<ul style="list-style-type: none"> • To discuss and review Environmental 	3

	Performance during the Annual meeting Environmental Committee	
<ul style="list-style-type: none"> Contact details 	<ul style="list-style-type: none"> To contact the property manager 	3
<ul style="list-style-type: none"> Personal details Contact details Business details 	<ul style="list-style-type: none"> To assess and give approval to assign the lease to a third party 	3
<ul style="list-style-type: none"> Personal details Contact details Business details 	<ul style="list-style-type: none"> To assess subletting the Building to affiliates 	3
<ul style="list-style-type: none"> Personal details Contact details Business details Financial details 	<ul style="list-style-type: none"> To insure the leased Building for risks, such as fire, storm, vandalism 	3
<ul style="list-style-type: none"> Personal details Contact details 	<ul style="list-style-type: none"> To perform a criminal background investigation for verification purposes 	3
<ul style="list-style-type: none"> Personal details Contact details Business details 	<ul style="list-style-type: none"> To notify the tenant of the Building about an enforcement inquiry 	3
<ul style="list-style-type: none"> Personal details Contact details 	<ul style="list-style-type: none"> To fill in registration forms, for example while using the platform EDGE Workspaces 	3
<ul style="list-style-type: none"> Personal details Contact details Service related data Usage data 	<ul style="list-style-type: none"> In the context of using the parking spaces located in the parking garage of the Building, for example while using the access control system with access passes by employees or by using the charging facilities 	3
<ul style="list-style-type: none"> Contact details 	<ul style="list-style-type: none"> In the context of a Climate Breach 	3
<ul style="list-style-type: none"> Personal details Contact details 	<ul style="list-style-type: none"> In the context of collecting reasonable information and opinions from the tenants or occupiers of the Building via surveys 	3
<ul style="list-style-type: none"> Personal details CCTV data Access registration data 	<ul style="list-style-type: none"> In the context of security of the Building To avoid, inspect and report any unauthorized access and irregularities, calamities or emergencies 	3

	<ul style="list-style-type: none"> To protect our Building [and parking spaces] and the (belongings of) (employees and/or visitors of our) tenants For establishing, exercising our legal right and position 	
<ul style="list-style-type: none"> Personal details Contact details Business details 	<ul style="list-style-type: none"> In the context of providing Basic Services 	3
<ul style="list-style-type: none"> Personal details Contact details Business details Personal Preferences 	<ul style="list-style-type: none"> In the context of providing enhanced hospitality services 	3
<ul style="list-style-type: none"> Personal details Business details Contact details GPS location information 	<ul style="list-style-type: none"> In the context of ensuring the safety of our bikes whilst being used. 	3
<ul style="list-style-type: none"> Personal details Contact details Business details 	<ul style="list-style-type: none"> In the context of providing access to our amenities. 	3

*The categories of personal data marked with an * are necessary for us to enter into and perform a rental agreement. Therefore, if you do not wish to provide those personal data to us, we cannot enter into the rental agreement (or provide the requested access tot he Building).*

6 How long do we keep your personal data?

We will not store or keep your personal data for a longer period than is necessary in light of the purposes for which we process them. Only where we are legally obliged or allowed to, or where this is necessary for defending our interests in the context of judicial proceedings, we will store the personal data for longer periods.

7 Recipients of personal data

We sometimes share your personal data with selected third parties, if this is necessary to carry out the purposes described above or where otherwise required by law, agreement or where this is necessary for us based on our legitimate business interests. We may disclose personal data to:

- Service/software providers, such as HQO, Tribe, Skopei or Salto KS;
- Parties involved in the execution or performance of an agreement between you in the context of your use of the Building, parking spaces and/or under the Lease agreement, such as property managers, suppliers, utility companies, contractors, architects, interior designers and (interior) stylists;
- External advisers, such as legal advisers, accountants, banks, insurers, experts and collection agencies (*incassobureaus*);
- Any affiliates of us;
- In exceptional cases we may share (part of our) access registration data with our tenants, for instance in cases of theft or vandalism in the Building.

In some cases, we are (legally) obliged to share certain personal data with third parties. For example, if we are involved in legal disputes, have to comply with a (legal) obligation, have to comply with a court ruling or with instructions from an insurer or government body (such as the Dutch Data Protection Authority (*Autoriteit Persoonsgegevens*)). Another example is that the police could request (personal) data from us in the context of an investigation. In such a case, we must cooperate and are therefore obliged to hand over this personal data. Furthermore, we will not share the personal data you provide to us with other parties unless permitted by law.

8 Transfer to third country or international organisation

We may, incidentally, transfer personal data to recipients located in countries outside the European Economic Area (**EEA**), which may offer a lower level of data protection than countries within the EEA. In such case, we shall ensure that the international transfer of your personal data shall comply with the applicable data protection laws and is based on a valid transfer mechanism provided therein. For instance, by using the approved EU Model Clauses (including a transfer impact assessment). You may always request a copy of the safeguards that apply to the transfers of your personal data by using our contact details above.

9 How will your personal data be secured?

We will implement the necessary administrative, technical and organizational measures for ensuring a level of security appropriate to the specific risks that we have identified. We protect your personal data against destruction, loss, alteration, unauthorized disclosure of or access to personal data transmitted, stored or otherwise processed. Further, we seek to ensure that we keep your personal data accurate and up to date. However, you are responsible for this and we kindly request that you inform us of any changes to your personal data (such as a change in your contact details).

10 What are your rights regarding your personal data?

You are of course always entitled to additional information about the processing of your personal data. In addition, under certain circumstances you have the following rights:

- Right of access: you have the right to access your personal data processed by us.
- Right of correction and deletion: the right to have your personal data amended or even deleted if the personal data are not (no longer) correct, or if the processing is not (no longer) justified.
- Right to object: you have the right to object to certain processing of your personal data.
- Right to restriction of (part of) the processing: in brief, this means that we temporarily "freeze" the processing of the personal data. You can invoke this right in four situations: (1) pending the assessment of a correction request, (2) if personal data should actually be deleted but you do not wish us to delete your personal data, (3) if we no longer need the personal data while it is still needed for (the preparation of) a court case, and (4) pending the assessment of an objection.
- Right to data portability: the right to obtain your personal data stored with us in a structured, common and machine-readable form, or to have it transferred to another data controller at your request.
- Withdrawal of consent: you have this right insofar as we process personal data from you on the basis of your consent. You have the right to withdraw your consent at any time. This has no consequences for the processing of your personal data until the withdrawal but does mean that we can no longer process that personal data on the basis the consent after the

withdrawal. Kindly note that we may, in some situations, no longer be able to provide you with certain services after the withdrawal of your consent.

- Finally, you have the right at any time to lodge a complaint with the Dutch Data Protection Authority (*Autoriteit Persoonsgegevens*).

To exercise these rights, or if you have questions on how we collect and use your personal data, please contact us in writing via the contact information in §12. In principle, there is no charge for such request. If your request is 'manifestly unfounded or excessive' (for example, if you make unnecessary repetitive requests) a fee may be charged to cover our administrative costs in responding.

Please note that the rights described above are not absolute rights. There may be circumstances that prevent [X] from complying with a particular request. We will always assess each request on its own merits. Should we not (or not be able to) comply with a certain request, we will of course inform you with reasons.

11 Can this Privacy Statement be amended?

This Privacy Statement may be amended, for example due to a change in law or a relevant change in the business operations of us. We therefore advise you to regularly check the Privacy Statement for any changes. Material changes will be notified to you, by sending the amended Privacy Statement or via our website.

12 Where can you go with complaints and questions?

If you have any questions about this Privacy Statement and the way we use your personal data, please send an email to info@thecollection.inc or send a letter to Stadhouderskade 85 ,1073AT Amsterdam. Also, if you have a complaint about the way we process your personal data, you can send an email to info@thecollection.inc. In addition, you can always contact the competent national privacy authority. In the Netherlands, this is the Dutch Data Protection Authority.

Schedule 1 – Overview of Owners/Landlords and its affiliates

- AMSTERDAM SOUTH NL B.V.
- CHICAGO OWNER B.V.
- DIAMOND OWNER NL B.V.
- LABOR OWNER NL B.V.
- CHURCH OWNER NL B.V.
- GLOVE OWNER NL B.V.
- SPUIVESTE OWNER NL B.V.
- TRIO OWNER NL B.V.
- LINK OWNER NL B.V.
- LEFT OWNER NL B.V.
- PAND NOORD GP, B.V.
- The Collection Operations BV
- The Collection Management BV