

TERMS & CONDITIONS

For the current Terms & Conditions for individual clients and organisations, click HERE.

By appointing MDM Props for our services, you agree and consent to the Terms & Conditions.

PRIVACY POLICY

MDM Props Ltd respects the privacy of visitors to its websites and is committed to the protection of their personal data. This privacy policy explains data collection and use practices of the MDM Props Ltd website.

Information Commissioner's Office Certificate Registration No. ZA670854 (visit ico.org.uk/register)

Binding Nature

By accessing and using the Site, you agree and consent to the collection, use and disclosure of your personal data as outlined in this Privacy Policy.

Description of the data MDM Props LTD may collect

Personally Identifiable data

MDM Props Ltd collects personally identifiable data (i.e. data from which you can be identified, such as but not limited to name, address, telephone number or e-mail address) only when it is asked for and/or you voluntarily submit it to us on this Site.

We may use the data to respond to your requests, improve our level of service and the content of our website; provide you with tips, helpful information, offers and updates; notify you of new MDM Props Ltd services; seek your views on our services; and for our own internal purposes.

This Site is not intended or designed to attract children under the age of 13. We do not knowingly collect personally identifiable data via this Site from visitors in that age group without the explicit consent of a parent or guardian.

Non-Personally Identifiable data

MDM Props Ltd also collects non-personally identifiable data in aggregate form using cookies to track data such as the total number of visits to our websites, the number of visitors to each page of our websites, and the domain names of our visitors' internet service providers. We use this



data (which remains in aggregate form) to understand how our visitors use our websites so that we may improve them and the services we provide. We may also share this data with affiliates of MDM Props Ltd and with other third parties. No personally identifiable data is disclosed in this process.

Use of cookies by MDM Props

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide data to the owners of the site.

We use a number of third parties to process personal data on our behalf. These third parties have been carefully chosen and all of them comply with current legislation and if based in the USA are EU-U.S Privacy Shield compliant.

This Site uses cookies and collects data for the following reasons:

Google Analytics

The Site uses Google Analytics, to collect standard internet log data and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This data is only processed in a way which does not identify anyone. We do not make, and do not allow Google to make, any attempt to find out the identities of those visiting our website. If we do want to collect personally identifiable data through our website, we will be up front about this. We will make it clear when we collect personal data and will explain what we intend to do with it. For more information, please see the Google Privacy Policy. Disabling cookies on your internet browser will stop Google Analytics from tracking any part of your visit to pages within this website.

Registration and Host

We use a third-party service, MDM Props website is registered with FastHosts and hosted with LMNOP Studios. The blog allows for comments however you should avoid entering personally identifiable data on any section of the site that will be displayed publicly. For more information, please see <u>FastHosts Privacy Policy</u> and <u>LMNOP Privacy Policy</u>.



How we protect your personal data

MDM Props Ltd is committed to protecting the security of your personal data. MDM Props Ltd uses a variety of security technologies and procedures to help protect your personal data from unauthorised access, use, or disclosure.

For example, we store the personal data you provide to MDM Props Ltd through Microsoft and Google. While we cannot guarantee that loss, misuse or alteration to data will not occur, we make every commercially reasonable effort to prevent such unfortunate occurrences. For more information, please see the Microsoft Privacy Centre or Google Privacy Policy.

We may also store the personal data you provide to Dropbox. While we cannot guarantee that loss, misuse or alteration to data will not occur, we make every commercially reasonable effort to prevent such unfortunate occurrences. For more information, please see the <u>Dropbox Privacy</u> Centre.

Only employees who need to perform a specific job (for example, finance department duties or customer service) are granted access to personally identifiable data.

Sharing Personally Identifiable data with Third Parties

MDM Props Ltd will not sell or rent personally identifiable data to any third party for any purpose. Sometimes selected third-parties are however used to provide MDM Props Ltd with support services in connection with its websites and such parties may, from time to time, have access to your data to enable them to provide those services to MDM Props Ltd. Please rest assured that all companies providing such support services are required by MDM Props Ltd to meet the same standards of data protection as MDM Props Ltd and are prohibited from using the data for their own marketing purposes.

In certain special cases, we may disclose your personally identifiable data in the following circumstances:

- when we have reason to believe that disclosing this data is necessary to identify, contact or bring legal action against someone who may be causing injury to you, or otherwise injuring or interfering with MDM Props Ltd rights, property or operations, other users of this site, or anyone else who could be harmed by such activities; or
- when we believe the law requires it, or in response to any demand by law
 enforcement authorities in connection with a criminal investigation, or civil or
 administrative authorities in connection with a pending civil case or administrative
 investigation.

Personal data collected on the Site may be stored and processed in your country of residence or any other country in which MDM Props Ltd or its affiliates, subcontractors or agents maintain facilities, and by using the Site, you consent to any transfer of data outside of your country of



residence. MDM Props Ltd will ensure that if data is transferred outside your country of residence, it will still be treated in accordance with this privacy policy.

Links to Other Websites

This Site may provide links to other MDM Props Ltd affiliates and third-party websites as a service to our users or included in our blogs. The privacy policy described here does not apply to those sites. Please ensure you check the legal and privacy policy posted on each site you link to.

Changes

We may occasionally update this privacy policy. We encourage you to periodically review this privacy policy to stay informed about how we are helping to protect the personal data we collect. You may object to any changes within 20 days after they're posted on the Site, in which case none of the proposed changes will be effective with respect to data that we've already collected from you but will apply only to data we collect in the future. We won't treat data of any open account differently from any other open account. Your continued use of the Site constitutes your agreement to the privacy policy and any updates.

Controlling your personal data

You may choose to restrict/ withdraw the collection or use of your personal data by contacting 0207 274 1018, at info@mdmprops.co.uk or write to us to MDM Props, South Warehouse, Greenwich Beach, Morden Wharf Road, Tunnel Avenue, SE10 0PA

We will not sell, distribute or lease your personal data to third parties unless we have your permission or are required by law to do so. We may use your personal data to send you promotional information about third parties which we think you may find interesting if you tell us that you wish this to happen.

You may request details of personal data which we hold about you under the <u>UK Data Protection Act 1988 (DPA)</u>, <u>EU Data Protection Directive 1995 (DPD)</u>, or <u>EU General Data Protection Regulation 2018 (GDPR)</u>. There will be no cost to you for us to provide this data. If you would like a copy of the data, please contact us on 0207 274 1018, at <u>info@mdmprops.co.uk</u> or write to us to MDM Props, South Warehouse, Greenwich Beach, Morden Wharf Road, Tunnel Avenue, SE10 0PA

If you believe that any data we are holding on you is incorrect or incomplete, please email us as soon as possible, at the above address. We will promptly correct any data found to be incorrect.



Consent

To the extent permitted by law, we do not accept liability for any damages (including, without limitation, damages for any consequential loss or loss of business opportunities, or loss of profits) howsoever arising and whether in contract, tort or otherwise from the use of or inability to use the site or its contents, or from any action or omission taken as a result of using the site or its contents.

By using our site, you consent to our privacy policy.