

AUCTION ONE

The Property Auctioneering Co

Shop 29 E, Courtenay Street, George, 6530 | 084 556 6166 | greg@auctionone.co.za

PRIVACY POLICY

Introduction

Welcome to our privacy policy. Auction One respects your privacy and takes the protection of personal information very seriously. For Auction One to run effectively as a business and auction property, we need to collect and process certain information about you. The purpose of this policy is to describe the way that we collect, store, use, and protect information that can be associated with you or another specific natural or juristic person and can be used to identify you or that person. The purpose of this policy is to describe the way that we handle your personal information.

Personal information

Personal information includes information that you have provided voluntarily to Auction One and which information Auction One has collected for the purpose of allowing Auction One to offer you its services. Personal information is any information that relates to an identified or identifiable individual. Common examples of the types of personal information which we may collect, and process include:

identifying information- such as your first name and last name, identity numbers.

Contact information- such as your phone number and email address.

We may use your personal information to:

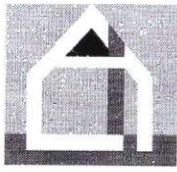
- contact you,
- respond to you enquires,
- verify your identity,
- to send you marketing material (including electronic communications) or send out information of all our up-and-coming auctions. You can unsubscribe from our newsletter at any time and thereafter we will not market to you,
- to further legitimate business objectives and provide our service to you

Disclosure

1. We do not disclose or transfer your personal information to any third party except to transferring attorneys for the registration process when the transfer of a property is required.
2. We do collect information for our in-house database with our clients details whereby we send out all our up-and-coming auctions, however when a client signs a *buyer registration form*, they have the option to agree or disagree if they would like to be included in our mailing list.
3. We will obviously need to disclose your personal information to employees of ours who require it to do their jobs. We make sure they are aware of and take their confidentiality obligations seriously. They are contractually bound to keep all confidential information confidential.
4. There may be situations where the law requires us to disclose your personal information. In all other situations, we will not disclose your personal information without notifying you and enabling you to object.

We may use any of your personal information that you provide to us only for the purposes indicated in this privacy policy.

In certain cases, we will get your consent to use your personal information and you may withdraw your consent at any time by emailing us.



AUCTION ONE

The Property Auctioneering Co

Shop 29 E, Courtenay Street, George, 6530 | 084 556 6166 | greg@auctionone.co.za

Security

We will take all reasonable steps to ensure that your data is treated securely and in accordance with this policy. We will take appropriate and reasonable technical and organisational steps to protect customers' personal information in line with industry best practices. Our security measures, including physical, technological, and procedural safeguards, will be appropriate and reasonable. This includes the following:

- keeping our systems secure (such as monitoring access and usage);
- storing our records securely.
- controlling the access to our premises, systems and/or records; and
- safely destroying or deleting records.

Accurate and up to date

We will try to keep the personal information we collect as accurate, complete, and up to date as is necessary for the purposes defined in this policy. You are able to review or update any personal information that we hold on you by emailing us, or phoning us. Please note that to better protect you and safeguard your personal information, we take steps to verify your identity before making any corrections to your personal information.

Retention

We will only retain your personal information for as long as it is reasonably necessary to fulfil the purposes for which we obtained the information.

During the period of retention, we will continue to abide by our non-disclosure obligations and will not share or sell your personal information.

We may retain your personal information in physical or electronic records at our discretion.

We will only retain your personal information for as long as is necessary.

Enquiries

If you have any questions or concerns arising from this privacy policy or the way in which we handle personal information, please email the Information Officer on the following email address:

This policy was last updated 03 December 2021.