

Privacy Policy of “Bizz House” –

1. Introduction

- 1.1. “Bizz House” is committed to maintaining robust privacy protection for the users of <https://bizzhouse.co.za>.
- 1.2. Please read the following Privacy Policy to understand how we collect, use and safeguard the information you provide to us and assist you in making informed decision while using our services.
- 1.3. We recognise the importance of protecting your privacy in respect of your personal information as defined in the relevant legislation collected by us when you use our services.
- 1.4. By using the Bizz House, you consent to the data practices described hereunder.
- 1.5. This policy may be updated from time to time, so please check it regularly.

2. Personal Information we may collect

- 2.1. The particular information collected may depend upon the nature of your interaction with us and the products or services you use.
- 2.2. The information collected will be used for the operation of services, maintaining quality of services and for the provision of general statistics regarding the use of the Bizz House Website
- 2.3. By using our services and communicating electronically with us, you consent to the processing and transfer of your personal information as set out in this Privacy Policy below.
- 2.4. **We may get your personal information when you:**
 - 2.4.1. Acquire any products or service from us.
 - 2.4.2. Set up an email account with us.
 - 2.4.3. Subscribe to newsletters, alerts or other services from us.
 - 2.4.4. Ask us for more information about our products or services, or contact us with a question or complaint.
 - 2.4.5. Take part in a competition, prize draw or survey.
 - 2.4.6. Visit the Bizz House Website.
 - 2.4.7. With your permission or consent and/or as permitted by law, we may also collect information about you from other organisations or third parties, if this is appropriate and allowed by law. These include fraud-prevention agencies, business directories, and credit reference agencies.
- 2.5. **The information about you that we may collect and process includes (but is not limited to) the following:**

- 2.5.1. Your name, email address, telephone numbers and postal address, your age, gender and banking details.
- 2.5.2. Your preferences for particular products or services when you tell us what they are – or when we assume what they are, depending on how you use our services.
- 2.5.3. Your contact with us.
- 2.5.4. Your account information.
- 2.5.5. We'll also get information on how you use our products or services.
- 2.5.6. In adopting this Privacy Policy, we wish to balance our legitimate business interests and your reasonable expectation of privacy. Accordingly, we will take appropriate and reasonable technical and organization steps to prevent unauthorised access to, or disclosure of your personal information.

2.6. By continuing to use this website:

- 2.6.1. You agree that we may "collect, collate, process and/or store" your personal information ("process") for, the purposes set out in this Privacy Policy, including providing you with access to the "website name" Website and the content thereof.

2.6.2. Breach Notification:

Where there are reasonable grounds to believe that your personal information has been accessed or acquired by any unauthorised person, we will notify the relevant regulator and you, unless a public body responsible for detection, prevention or investigation of offences or the relevant regulator informs us that notifying you will impede a criminal investigation.

3. How and when will we process your personal information?

3.1. We may use and analyse your information to:

- 3.1.1. Keep you informed generally about new products and services (unless you choose not to receive our marketing messages).
- 3.1.2. Contact you with offers or promotions based on how you use our products and services (unless you choose not to receive these messages).
- 3.1.3. Bill you for use our products and/or services.
- 3.1.4. Administer the "website name" Website and help us improve our services to you.
- 3.1.5. Respond to any questions or concerns you may have about using our products or services.
- 3.1.6. Inform you of other products and/or services available from "website name" and its affiliates.
- 3.1.7. Understand how you use the "website name" Website and our products and services. That way, we update our inventory relevant products and improve our services to you.
- 3.1.8. To contact you for the purposes of conducting surveys to obtain your opinion on current products and services and/or on potential products and services that may be offered.

3.1.9. Carry out research and statistical analysis including to monitor how customers use Elite Inc Websites, products and services on an anonymous or personal basis.

3.1.10. Prevent and detect fraud or other crimes, recover debts or trace those who owe us money.

3.1.11. Training purposes.

3.2. Storage of your information

We'll store your information for as long as we have to by law. If there's no legal requirement, we'll only store it for as long as we need it.

4. Sharing of your personal information

4.1. You consent that we may disclose your personal information to approved third-party providers where necessary.

4.2. You agree that once your information has been de-identified, i.e.: delete any information that identifies you, personal information may be shared under the following circumstances:

4.2.1. To our agents, advisers and service providers.

4.2.2. All such third-parties are prohibited from using your personal information except to provide these services to "website name" and are required to maintain the confidentiality of your information.

4.2.3. Where applicable, credit reference, fraud prevention or business scoring agencies, or other credit scoring agencies.

4.2.4. Debt collection agencies or other debt recovery organisations.

4.2.5. Law enforcement agencies, regulatory organisations, courts or other public authorities if we have to, or are authorised to by law.

4.2.6. We'll release information if it's reasonable for the purpose of protecting us against fraud, defending our rights or property, or to protect the interests of our customers.

4.2.7. Upon request by a third party making legitimate request for the purpose of protecting or exercising its rights in terms of the applicable legislation and upon production of the supporting documentation in respect thereof.

4.2.8. If we're reorganised or sold to another organisation, we may transfer any personal information we hold about you to that organisation.

5. Unauthorised access to your information

Despite the security measures we have in place to protect your personal information (firewalls, password access and encryption methods), you acknowledge that it may be accessed by unauthorised third party, e.g. as a result of an illegal activity.

We cannot accept responsibility for any unauthorised access or loss of personal information that is beyond our control.

We'll never ask for your secure personal or account information by an unsolicited means of communication. You're responsible for keeping your personal and account information secure and not sharing it with others.

We will immediately notify of a security breach relating to your personal information.

6. Your rights

- 6.1. You have the right to request that we correct, destroy or delete any of your personal information that we have processed in accordance with this Privacy Policy. The personal information that you may request us to correct, destroy or delete is personal information that is inaccurate, irrelevant, excessive, out of date, incomplete, misleading, obtained unlawfully or that we are no longer authorised to retain.
- 6.2. You have the right to withdraw your consent for us to process your personal information at any time. The withdrawal of your consent can only be made by you on condition that:
 - 7.2.1. The withdrawal of your consent does not affect the processing of your personal information before the withdrawal of your consent; or
 - 7.2.2. The withdrawal of your consent does not affect the processing of your personal information if the processing is in compliance with an obligation imposed by law on us; or
 - 7.2.3. The withdrawal of your consent does not affect the processing of your personal information where such processing is necessary for the proper performance of a public law duty by a public body; or
 - 7.2.4. The withdrawal of your consent does not affect the processing of your personal information as required to finalise the performance of a contract in which you are a party; or
 - 7.2.5. The withdrawal of your consent does not affect the processing of your personal information as required to protect your legitimate interests or our own legitimate interests or the legitimate interests of a third party to whom the information is supplied.
- 7.3. You have the right to object to the processing of your personal information at any time, on reasonable grounds relating to your particular situation, unless the processing is required by law.
- 7.4. You can make the objection if the processing of your personal information is not necessary for the proper performance of a public law duty by a public body; or if the processing of your personal information is not necessary to pursue your legitimate interests; our legitimate interests or the legitimate interests of a third party to which the information is supplied.
- 7.5. You have the right to object to the processing of your personal information, at any time, if the processing is for purposes of direct marketing other than direct marketing by means of unsolicited electronic communications and you have not given your consent for that processing.
- 7.6. You have the right not to have your personal information processed for purposes of direct marketing by means of unsolicited electronic communications from third parties unknown to you.
- 7.7. You have the right not to be subjected to a decision which is based solely on the basis of the automated processing of your personal information intended to provide a profile of you.
- 7.8. Decisions that you may not be subjected to are decisions that result in legal consequences for you or affect you to a substantial degree:
 - 7.8.1. Without being for the execution of a contract that you have received performance for; or

- 7.8.2. Decisions made that are not in terms of law or of a code of conduct that specifies what appropriate measure must be taken to protect your legitimate interests.
- 7.9. You have the right to submit a complaint to the local data protection authority an alleged interference with the protection of personal information processed in accordance with this policy.
- 7.10. You have the right to institute civil proceedings within the local jurisdiction in respect of which this Privacy Policy applies regarding an alleged interference with the protection of your personal information processed in accordance with this Privacy Policy.

7. Use of cookies

- 7.1. Cookies are pieces of information a website transfers to a user's hard drive for record-keeping purposes. Cookies make surfing the web easier for you by saving your preferences and tracking your online habits, traffic patterns, and making sure you do not see the same advertisement too often. The use of cookies is an industry standard.
- 7.2. We may place a cookie on your browser to store and sometimes track the information referred to above in 7.1.
- 7.3. While most browsers are initially set up to accept cookies, you can reset your browser to refuse all cookies or indicate when a cookie is being sent. Please note that some parts of the website will not function properly if you refuse cookies.

8. Use of IP address

- 8.1. An Internet Protocol (IP) address is a number that is automatically assigned to a computer whenever it is connected to the Internet. We log IP addresses or the location of computers on the Internet.
- 8.2. Information about your computer hardware and software may be automatically collected by "website name" when you interact with us in in one or more of the manners detailed in clause 2.4. This information may include: your IP address, browser type, domain names, access times and/or referring website addresses.
- 8.3. We may collect IP addresses for the purposes of system administration and to audit the use of the website. We do not link IP addresses to personal information unless it becomes necessary to enforce compliance with the Privacy Policy or to protect our website or its users.

9. Links to other sites

- 9.1. When you are using the website or our application, you could be directed to other sites that are beyond our control. We are not responsible for the content or the privacy policies of those third-party websites.
- 9.2. The same applies to any third-party websites or content you connect to using our services.

10. Data Protection Officer

- 10.1. Mponeng Motlana is appointed as the Bizz House Data Protection Officer ("the DPO").
- 10.2. If you have any questions in relation to this Privacy Policy please email the DPO at: mponeng@bizzhouse.co.za

12.3 If you –

12.3.1. wish to notify us of an actual or a suspected data breach; or

12.3.2. are currently receive marketing information from us which you would prefer not to receive in the future,

please email us at info@bizzhouse.co.za

11. Data Protection Authority

To the extent necessary in terms of the local data laws, “website name” undertakes to register with the relevant Data Protection Authority, alternatively the Information Regulator. The powers, duties and functions of the office of the Authority include providing education regarding the protection and processing of personal information; monitoring and enforcing compliance with the provisions of local laws and regulations; consulting with interested parties and acting as mediator; receiving, investigating and attempting to resolve complaints; issuing enforcement notices and codes of conduct; and facilitating cross-border cooperation.

12. Governing law

The laws of **South Africa** will govern any dispute or claim arising out of or relating to your use of the “website name” Website and our application.