

## Balfour Beatty Communities, LLC Privacy Policy

Balfour Beatty Communities, LLC ("BBC") is committed to respecting the privacy of individuals with whom we interact. To better enable you to manage your privacy, we provide this notice to explain our online information practices and the choices you have about the way your personal information is collected and used.

Except as otherwise discussed in this Privacy Policy, this policy only addresses the use and disclosure of information we collect from you. Any site that is accessible through our site has its own privacy policies and practices for data collection, use, and disclosure.

### **Contests and Sweepstakes**

We occasionally offer contests and sweepstakes in which we request certain personal information on a voluntary basis. These contests and sweepstakes are conducted in full accordance with United States federal and state laws. The full rules and all information about such contests are clearly posted during the event, including how user information will be used.

### **Message Boards or Discussion Areas**

Please remember that any postings to message boards or discussion areas become public information. Use caution when posting.

### **Personal Information - Cookie**

You acknowledge that this Privacy Policy is part of our site's Terms of Use, and by accessing or using our site, you agree to be bound by all of its terms and conditions. If you do not agree to these terms, please do not access or use this site.

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We do not sell or rent customer information to third parties. We use the information you provide in order to 1) fulfill requests for information, 2) provide customer service, 3) measure and improve the effectiveness of our web site(s), our marketing efforts, or our services, and 4) fulfill other business purposes.

You may also request that we undertake no further processing of your data, in which instance we may be able to continue any function for which the data was obtained.

### **User profile registration & Marketing**

We require registration for online rent payments and online housing applications for websites operated by our service providers. We provide some of our services through contractual arrangements with service providers and other third parties. Our service providers and other third parties use your

personally identifiable information to deliver their services. However, the use of your personally identifiable information by our service providers and other third parties is governed by their privacy policies and is not subject to our control. We have no responsibility or liability for the practices, policies and security measures implemented by others on their web sites. We encourage you to read the privacy policies of those other sites to learn how they collect and use information about you and to contact them to ask questions about their privacy practices, policies, and security measures before disclosing personal information.

Information that you provide may be shared with our employees or representatives, or of one or more of its affiliates for our or their business purposes. You may request a copy of your data that you have provided to BBC and we will provide it to you if it still exists.

We may disclose user information when we have reason to believe that disclosing this information is necessary to identify, contact, or bring legal action against someone who may be causing injury to or interfering with our rights, property or operations, other web site users, or anyone else who could be harmed by such activities. We also may disclose user information when we believe the law requires it, or in response to any demand by law enforcement authorities in connection with a criminal investigation.

### **Risk of unauthorized disclosures**

We will use commercially reasonable means to minimize the risk of unauthorized disclosures. We have put in place appropriate physical, electronic, and managerial procedures to safeguard and help prevent unauthorized access, maintain data security, and correctly use the information we collect online. Although we take appropriate measures to safeguard against unauthorized disclosures of information, we cannot assure you that personally identifiable information that we collect will never be disclosed in a manner that is inconsistent with this Privacy Policy.

No data transmission over the Internet or any wireless network can be guaranteed to be 100% secure. As a result, while we strive to protect your personally identifiable information, you acknowledge that: (a) there are security and privacy limitations of the Internet which are beyond our control; (b) the security, integrity and privacy of any and all information and data exchanged between you and us through this site cannot be guaranteed; and (c) any such information and data may be viewed or tampered with in transit by a third party.

### **Privacy Policy updates & Contact information**

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All communications, questions or concerns about this Privacy Policy should be addressed to Balfour Beatty Communities, Attn: Director of Information Services, 10 Campus Boulevard, Newtown Square, PA 19073 or [dataprivacy@bbcgrp.com](mailto:dataprivacy@bbcgrp.com).

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