

PRIVACY POLICY

Introduction

i capital advisers (Pty) Ltd ('We', 'us' and 'our') care about the privacy, security and online safety of our clients' ('you' and 'your') personal information. We take our responsibility to protect your personal information very seriously. This Privacy Policy explains how we collect, use, share and protect your personal information, as required by the Protection of Personal Information Act (POPIA). Using our services and any disagreements about your privacy are subject to this notice.

As our business grows and changes, we may need to update this Privacy Policy to reflect those changes. If changes affect you personally, we will try and contact you directly because it is important to us that you understand at all times how your personal information is used. Please make sure that we always have your latest contact details.

1. The meaning of processing your personal information

To help you understand this Privacy Policy, we include the explanations of the terms 'personal information' and 'process' as used in POPIA:

- 1.1 **Personal Information and Special Personal Information** is any information relating to an identifiable living or juristic person. Some examples are: race, gender, marital status, nationality, age, physical or mental health, disability, language, education, identity number, telephone number, email, postal or street address, biometric information and financial, criminal or employment history. In relation to juristic persons all commercial and financial information is also included in this definition.
- 1.2 **Process** means any operation or activity, whether automated or not, concerning personal information, including: collection, receipt, recording, organisation, collation, storage, updating or modifying, retrieval, alteration, consultation, use, dissemination by means of transmission, distribution or making available in any other form, merging, linking, as well as blocking, degradation, erasure or destruction of information. "Processing" will have a similar meaning.

2. Why we process your personal information

We have to process some of your personal information in order to provide you with our professional corporate finance advisory services. For example, we would typically collect extensive information on your business from you in advance of a formal disposal process to assist us in deriving business valuations, planning transaction structures, and drafting marketing information, and negotiating transaction agreements.

3. When we share your personal information

In order to provide you with our professional services, we may share your personal information with other professional advisers, such as attorneys, whom you have appointed for the purpose of the corporate transactions in relation to which we too provide you with advisory services. In addition, we may share your personal information when required to do so in the following circumstances:

- 3.1 When required by any regulatory authority, such as The Financial Sector Conduct Authority (FSCA).
- 3.2 When required by legislation or any legal process.
- 3.3 To protect and defend our rights and property, including our intellectual property.
- 3.4 When you have given us direct permission to do so.

We will never sell your personal information or share it with other parties for their own marketing use, unless you have given us direct permission.

4. How we protect your data

We take every reasonable precaution to protect your personal information (including information about your activities) from theft, unauthorised access and disruption of services. Our security controls are designed to maintain an appropriate level of data confidentiality, integrity, and availability. We regularly test our website, data centres, systems, and other assets for security vulnerabilities.

However, we cannot guarantee the security of any personal information that you willingly disclose online. Please note that we process and collect your personal information when you use our website, contact us electronically or complete a quotation or application form online. When you use any of our online services, you may be given a username and password. Always keep this information safe and never disclose it to anyone.

5. Accessing, changing or removing your personal information

You may ask us to access, change or remove your personal information from our records. If legislation allows, we may charge an administrative fee, but we will always inform you of any cost before performing your request.

6. Final comments

We reserve the right to amend this Privacy Policy from time to time, and you agree that you will review the terms of this Privacy Policy whenever you visit our website for any such amendments.

This Privacy Policy will be governed by and construed and interpreted in accordance with the laws of the Republic of South Africa.

When you do visit our website, and in the process provide us with your personal information, you will be agreeing to the provisions set out in this Privacy Policy.

You also authorise us to act on the information that you send electronically.

Ensure that you have read and understood the terms and conditions of this Privacy Policy before you provide us with your personal information.

7. Confidentiality undertakings

Our standard engagement letter imposes an obligation of confidentiality on us in relation to any information which we receive from you or concerning you in the course of the engagement to which the engagement letter relates.

8.

9. Contact us

If you have any questions, or you want to update your personal information or preferences, please contact us on the details below:

Postal address	Physical address	Email address
PO Box 3436, Johannesburg, 2000	1 st Floor, 33 Scott Street, Waverley, 2090	info@icapital.co.za