

## Brookside Properties, Inc. PRIVACY POLICY

This privacy policy (the “Privacy Policy” or “Policy”) of Brookside Properties, Inc. (“Company,” “we,” “us,” or “our”) describes our privacy practices regarding personal information we collect, including from persons (“you” or “your”) who access our property’s Entrata Resident Portal website or our related mobile applications that may be available for download (collectively, the “Site”). To access the Privacy Policy of Entrata, please visit: <https://www.rentcafe.com/apartments/privacypolicy.aspx>.

**PURPOSE.** The purpose of this Privacy Policy is to inform you about the types of personal information we gather about you, including but not limited to:

- Personal information gathered when you visit the Site;
- Personal information we may receive from third parties or affiliates;
- How we may use that information;
- Whether we disclose that information to anyone; and
- The choices you have regarding our use of the information.

This Policy does not cover information that is exempted from privacy policy notification requirements, including information about employees, contractors, job applicants and information processed exclusively in the context of a business person acting in a business capacity.

THE SITE IS NOT INTENDED FOR CHILDREN AND COMPANY DOES NOT KNOWINGLY SOLICIT OR COLLECT PERSONAL INFORMATION ON THE SITE FROM CHILDREN UNDER THE AGE OF 13. IF COMPANY LEARNS THAT A CHILD UNDER THE AGE OF 13 HAS SUBMITTED PERSONALLY IDENTIFIABLE INFORMATION TO COMPANY THROUGH THE SITE, IT WILL TAKE REASONABLE MEASURES TO DELETE SUCH INFORMATION FROM ITS RECORDS AND TO NOT USE SUCH INFORMATION FOR ANY PURPOSE (EXCEPT WHERE NECESSARY TO PROTECT THE SAFETY OF THE CHILD OR OTHERS, AS REQUIRED BY LAW).

**YOUR CONSENT AND POLICY CHANGES.** PLEASE READ THIS ENTIRE PRIVACY POLICY CAREFULLY. BY USING THE SITE, YOU EXPRESSLY CONSENT, WITHOUT QUALIFICATION, TO THE COLLECTION, USE AND DISCLOSURE OF INFORMATION, INCLUDING PERSONAL INFORMATION, AS DESCRIBED IN THIS PRIVACY POLICY. IF YOU DO NOT AGREE TO THE TERMS OF THIS PRIVACY POLICY, YOU ARE NOT AUTHORIZED TO USE THE SITE.

Company may amend this Privacy Policy from time to time. We will post those changes on the website or update the Privacy Policy date below. In certain cases, you will be notified via email or by a notice on our website.

## PERSONAL INFORMATION COLLECTED IN THE PAST 12 MONTHS

For purposes of this Policy, “Personal Information” means information that identifies, relates to, describes, or could reasonably be directly or indirectly linked, with a particular resident or household. It does not include de-identified or aggregate information, or public information lawfully available from governmental records.

Personal Information we collect may include: your name, email addresses, postal addresses, postal codes, user Internet Protocol (IP) addresses, social security/insurance number, driver’s license number, prior addresses, monthly rent paid at prior residences, employers, job titles, income, telephone numbers, credit card information, bank account information and routing numbers, date of birth, gender, age, marital status, user name and password of the Site, emergency contact information, information about your pets, information about your vehicles including license plate numbers, and other information either desirable or necessary to provide quality services to our residents and visitors.

We do not and will not sell your Personal Information.

#### How We Collect and Share your Personal Information Regarding Third Parties

With respect to each of the categories of data above, we may also collect and share Personal Information with third parties to comply with legal obligations; when we believe in good faith that an applicable law requires it; at the request of governmental authorities or other third parties conducting an investigation; to detect and protect against fraud, or any technical or security vulnerabilities; to respond to an emergency; or otherwise to protect the rights, property, safety, or security of our business, third parties, visitors to our websites and mobile apps, or the public. We may also share Personal Information with any person to whom we transfer any of our rights or obligations with a sale, merger or consolidation of our business or other transfer of our assets.

**USE OF COOKIES AND OTHER TECHNOLOGIES.** Company may use cookies to customize content specific to your interests and track your use of the Site. “Cookies” are defined as text files that are placed on your computer and may be used to store your personal information. In addition to Cookies, Company may use other known or later developed technologies, to assist Company in observing the behavior of users visiting the Site. Individual user information is used only to compile aggregated usage statistics about the Site.

Our service providers may use cookies and those cookies may be stored on your computer when you visit our website.

This Site uses Lead Attribution or Marketing Attribution to assess the conversions of different channels that generate leads.

This Site uses Google Analytics, a web analytics service provided by Google, Inc. ("Google"), to better assist Company in understanding how the Site is used. Google Analytics will place Cookies on your computer that will generate information that we select about your use of the Site, including your computer's IP address. That information will be transmitted to and stored by Google. The information will be used for the purpose of evaluating consumer use of the Site, compiling reports on Site activity for Company's use, and providing other services relating to Site activity and usage. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. The use of cookies by Google Analytics is covered by Google's privacy policy: <https://www.google.com/policies/privacy/>.

You can set preferences usage of Cookies for certain websites in your browser's settings. You may not be able to use the full functionality of the Site if you choose to block all cookies.

**EMAIL AND TEXT MANAGEMENT.** You may receive emails and texts from Company. If you have an account with Company on the Site, you can select your email and text preferences through your account settings. Please note that, even if you unsubscribe from certain email or text correspondences, we may still need to contact you with information relating to your unit, the management of the property, and other important information.

**THIRD-PARTY WEBSITES.** This Privacy Policy applies solely to information collected by Company. This Privacy Policy does not apply to other websites that are accessible through this Site, including but not limited to any third-party websites.

**ACCESSING, REVIEWING AND CHANGING YOUR CONTACT INFORMATION.** As an account holder, you can review and change your contact information associated with your Account Profile by logging into your account and editing your Account Profile. For assistance, you may contact us using one of the methods listed below. We may need to confirm your identity before providing you with access to what Personal Information we are holding, and if we cannot verify your identity, we will not be able to respond to your request. If we cannot give you access, we will tell you within 45 days of receipt of your request and provide you with a reason as to why we cannot give you access.

**PERSONAL INFORMATION OF MINORS.** Our Sites are not directed to minors under the age of 16 and we do not knowingly collect Personal Information from minors. We may collect Personal Information of minors, provided by parents or guardians, in connection

with the application and rental of a unit, or the provision of property management services. We do not sell the Personal Information of minors.

**CALIFORNIA RESIDENTS' RIGHTS.** The California Consumer Privacy Act (CCPA) may apply to California residents whose Personal Information is collected by landlords. If the CCPA applies, California residents may request to know about Personal Information collected about them and request deletion of that Personal Information. These rights are subject to certain exceptions, including without limitation, for Personal Information subject to the Fair Credit Reporting Act and the Gramm-Leach-Bliley Act. If we are subject to the CCPA, you can learn more about these rights and our processes for consumer requests by contacting us using one of the methods listed below.

***Right to request disclosure of information we have collected about you***

If the CCPA applies to your information, you can submit a request to us for the following personal information we have collected:

- The categories of personal information we've collected about you.
- The categories of sources from which we collected the personal information.
- The business or commercial purposes for which we collected or sold the personal information.
- The categories of third parties with which we shared the personal information.
- The specific pieces of personal information we collected about you.
- The categories of personal information (if any) that we have sold about you, the categories of third parties to which we sold that information, and the categories of personal information sold to each third party.
- The categories of personal information that we disclosed about you for a business purpose.

Our responses to any of these requests will cover the 12-month period preceding our receipt of the request.

***Right to request the deletion of personal information we have collected from you***

Upon request, we will delete the personal information we have collected about you that is covered by the CCPA, unless a relevant exception to the right to deletion applies.

***Do Not Track***

“Do Not Track” is a privacy preference that users can set in certain web browsers. We do not track signals.

**ACCESSIBILITY.** We are committed to ensuring that our communications are accessible to people with disabilities. To make accessibility-related requests or report barriers, please contact us.

**CONTACTING US.**

If you have questions regarding our Privacy Policy or the collection or use of your Personal Information, you can contact us using any of the methods below:

By phone at: (615) 352-3300

By email at: [info@BrooksideProperties.com](mailto:info@BrooksideProperties.com)

In writing at:

Attention – Brookside Properties, Inc 2002  
Richard Jones Rd, Suite C200,  
Nashville, TN 37215