

TERMS OF USE

Welcome to the **Reed Exhibitions (Pty) Ltd** website (hereinafter referred to as “**Reed Exhibitions**” / “the website”). Please take a moment to read these Terms and Conditions to understand how they apply to your use of the website and any products or services. Your continued use of the website will constitute acceptance of the Terms and Conditions, unmodified by you.

1. Website Disclaimer

The information contained in this website is for general information purposes only. The information is provided by Reed Exhibitions and whilst we endeavour to keep the information up-to-date and correct, we make no representations or warranties of any kind, express or implied, about the completeness, accuracy, reliability, suitability or availability with respect to the website or the information, products, services, or related graphics contained on the website for any purpose. Any reliance you place on such information is therefore strictly at your own risk.

In no event will Reed be liable for any damages whatsoever, direct, indirect, special, incidental, or consequential relating to the user's use of this website or the online services or the information contained on this website or the user's inability to use this website or the online services, whether such damages arose out of contract, or delict or otherwise and regardless of whether Reed was expressly advised of the possibility of such loss or damage. Reed Exhibitions will not be held liable for the transmission of any viruses, spam, or any ulterior content not intended in terms of its website or the use thereof.

Use of this website and the online services is entirely at the user's own risk. The user assumes full responsibility for the loss resulting from the use of this website and the user's reliance on information contained on it.

Without derogating from the generality of the above and to the extent legally permitted, Reed shall not be liable for:

- Any interruption, malfunction, downtime, offline situation or other failure of the website or online services, Reed's system, data bases or any of its components, beyond Reed's reasonable control;
- Any loss or damage with regard to the user's data or other data, directly or indirectly caused by malfunction of Reed's system, third party systems, power failures, unlawful access to or theft of data, computer viruses or destructive codes on Reed's' system or third party systems, programming defects;
- Any interruption, malfunction, downtime or other failure of goods or services provided by third parties, including, without limitation, third party systems such as the public telecommunication service providers, Internet service providers, electricity suppliers, local authorities and certification authorities, or any event over which Reed has no direct control.

Through this website you are able to access other websites. **Reed Exhibitions** has no control over the nature, content and availability of such sites and the inclusion of any links does not imply a recommendation or endorsement of the views and content expressed within them.

Every effort is made to keep the website up and running smoothly, however, **Reed Exhibitions** takes no responsibility for, and will not be liable for, the website being temporarily unavailable due to technical issues or issues beyond our control.

This website is hosted, controlled and operated from the Republic of South Africa and therefore governed by South African law.

2. Terms & Conditions

The term **Reed Exhibitions** or “us” or “we” refers to the owner of the website whose registered office is Reed Place, Culross on Main Office park, 34 Culross Road Bryanston, Johannesburg, Gauteng. Our company registration number is 1997/020594/07. The term “you” refers to the user or viewer of our website.

The use of this website is subject to the following terms of use:

- The content of the pages of this website is for your general information and use only. It is subject to change without notice.
- Neither we nor any third parties provide any warranty or guarantee as to the accuracy, timeliness, performance, completeness or suitability of the information and materials found or offered on this website for any particular purpose. You acknowledge that such information and materials may contain inaccuracies or errors and we expressly exclude liability for any such inaccuracies or errors to the fullest extent permitted by law.
- Your use of any information or materials on this website is entirely at your own risk, for which we shall not be liable. It shall be your own responsibility to ensure that any products, services or information available through this website meet your specific requirements.
- This website contains material, which is owned by or licensed to us. This material includes, but is not limited to, the design, layout, look, appearance and graphics. Reproduction is prohibited other than in accordance with the copyright notice, which forms part of these terms and conditions.
- All trademarks reproduced in this website, which are not the property of or licensed to the operator, are acknowledged on the website.
- Unauthorised use of this website may give rise to a claim for damages and/or be a criminal offence.
- From time to time this website may also include links to other websites. These links are provided for your convenience to provide further information. They do not signify that we endorse the website(s). We have no responsibility for the content of the linked website(s).
- You may not create a link to this website from another website or document without **Reed Exhibitions'** prior written consent.
- Your use of this website and any dispute arising out of such use of the website is subject to the laws of the Republic of South Africa.

3. Copyright & Legal notices

This website and its content is copyright of **Reed Exhibitions** (© **Reed Exhibitions**). All rights remain reserved at all times.

Any redistribution or reproduction of part or all of the contents in any form is prohibited other than the following:

- you may print or download to a local hard disk extracts for your personal and non-commercial use only; and/or
- you may copy the content to individual third parties for their personal use, but only if you acknowledge the website as the source of the material

You may not, except with our express written permission, distribute or commercially exploit the content. Nor may you transmit it or store it in any other website or other form of electronic retrieval system.

PRIVACY STATEMENTS

Privacy Policy

This privacy policy sets out how **Reed Exhibitions** uses and protects any information that you give **Reed Exhibitions** when you use this website.

Reed Exhibitions shall take all reasonable steps to protect your personal information. For the purpose of this clause, "personal information" shall be defined as detailed in the Promotion of Access to Information Act 2 of 2000 (PAIA), a copy of which may be downloaded from: <http://www.justice.gov.za/paia/paia.htm>

Should we ask you to provide personal information by which you can be identified when using this website, such information will only be used in accordance with this privacy statement.

When a visitor provides personal information to us, we use it in connection with the purposes for which it was provided to us, as stated at the point of collection (or as obvious from the context of collection). This data is not shared with other entities in the network for secondary or unrelated purposes, or shared with a third party other than as described in this statement or otherwise disclosed at the point of collection. If there is an instance where such information may be shared, the visitor will be asked for permission beforehand.

Reed Exhibitions' intention is not to seek any sensitive information through our website unless legally required for recruiting purposes. Sensitive information includes a number of types of data relating to: race or ethnic origin; political opinions; religious or other similar beliefs; trade union membership; physical or mental health; sexual life or criminal record. We suggest that you do not provide sensitive information of this nature. If you do wish to provide sensitive information for any reason, Reed Exhibitions accepts your explicit consent to use that information in the ways described in this privacy statement or as described at the point where you choose to disclose this information.

Reed Exhibitions makes every practical effort to avoid excessive or irrelevant collection of data. If a visitor believes the site has collected excessive information, we encourage the visitor to contact us at 011 549 8300 to raise any concerns.

We may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 17 January 2017.

What we collect:

We may collect the following information:

- name and job title
- contact information including email address
- demographic information such as postal code, preferences and interests
- other information relevant to customer surveys and/or offers

What we do with the information we gather:

You hereby grant Reed Exhibitions permission to electronically collect, store and use your personal information provided by you to Reed Exhibitions, and for us to utilise cookies to collect such information, so that it may be collected, stored and used to understand your needs and provide you with a better service – in particular for the following reasons:

- internal record keeping,
- to improve our products and services,
- to periodically send you promotional emails about new products, special offers or other information, which we think you may find interesting using the email address, which you have provided,
- to contact you for market research purposes, which we may do by email, phone, fax or mail,
- to customise the website according to your interests.

It is **Reed Exhibitions'** policy only to disclose information to third parties under the following circumstances:

- As required by law through subpoena, search warrant or other legal process
- When explicitly requested by a visitor
- When required to deliver publications or reference materials requested by a visitor
- When required to facilitate conferences or events hosted by a third party

Social Media

Opinions, statements, estimates and projections made on any Social Media Platform or other media are solely those of the individual author(s). They do not reflect the opinions of **Reed Exhibitions** or any of its affiliates. Social Media shall include, but will not be limited to Facebook, Twitter, LinkedIn or other relevant social media websites.

Reed Exhibitions has no obligation to update, modify or amend the content of such opinions, statements, estimates or projections, or to otherwise notify a recipient thereof, in the event that any matter stated therein, or any opinion, projection, forecast or estimate set forth therein changes or subsequently becomes inaccurate.

Any content, information and any materials provided in or on any Social Media platform or other media is on an "as is" basis. Reed Exhibitions makes no warranty, expressed or implied, as to its accuracy, completeness or timeliness, or as to the results to be obtained by recipients, and shall not in any way be liable to any recipient for any inaccuracies, errors or omissions herein.

Without limiting the foregoing, **Reed Exhibitions** shall have no liability whatsoever to a recipient of any message or media, whether in contract, in tort (including negligence), under a warranty, under statute or otherwise, in respect of any loss or damage suffered by such recipient as a result of or in connection with any actions, opinions, recommendations, forecasts, judgments, or any other conclusions, or any course of action determined, by it or any third party, whether or not based on the content, information or materials contained herein.

The inclusion of a link to an external website by **Reed Exhibitions** should not be understood to be an endorsement of that website or the site's owners (or their products/services). Reed Exhibitions is not responsible for either the content, or output, of external websites.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure we have, as far as reasonably possible, put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Links to other websites

Our website may contain links to other websites of interest. These sites are not governed by this privacy statement. Once you have used these links to leave our site, we do not have any control over that other website and we cannot be responsible for or warrant the protection and privacy of any information, which you provide whilst visiting such sites. You should exercise caution and look at the privacy statement applicable to the website in question.

Children

Reed Exhibitions understands the importance of protecting children's privacy especially in an online environment. This website is not intentionally designed for or directed at children 13 years of age or younger. It is **Reed Exhibitions'** policy never to knowingly collect or maintain information about anyone under the age of 13.

Controlling your personal information

You may choose to restrict the collection or use of your personal information in the following ways:

- whenever you are asked to fill in a form on the website, look for the box that you can click to indicate that you do not want the information to be used by anybody for direct marketing purposes
- if you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by writing to or emailing us at info@www.reedexpoafrika.co.za.

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. We may use your personal information to send you promotional information about third parties, which we think you may find interesting if you tell us that you wish this to happen. As a condition of employment, employees who have access to customer information are required to abide by the privacy standards of Reed Exhibitions.

You may request details of personal information, which we hold about you under the Promotion of Access to Information Act 2 of 2000 (PAIA) against payment of a nominal fee. If you would like a copy of the information held on you please write to P.O. Box 1597, Kelvin, Johannesburg, 2054.

If you believe that any information we are holding on you is incorrect or incomplete, you may contact us at the above address. We will promptly correct any information found to be incorrect.

Cookie Policy

What are "cookies"?

"Cookies" (also known as HTTP cookies, web cookies or browser cookies) are simply small pieces of data, which are stored as text files on your computer, whenever you visit certain websites. Their typical purpose is to help sites remember particular actions you may have done there in the past. For example, cookies may track when you have logged into a site, visited certain pages or clicked certain buttons.

Websites maintained by Reed Exhibitions (Pty) Limited use cookies to improve your user experience. In many cases, cookies are even essential for certain features of a site.

How we use cookies

A cookie is a small file, which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application

can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about webpage traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

We use cookies to operate this website and to improve its performance.