**Focus Rentals Privacy Policy**

Effective April 8, 2020.

At Focus Rentals, accessible from www.focusrentals.sg, one of our main priorities is the privacy of our visitors. This Privacy Policy document contains types of information that is collected and recorded by Focus Rentals and how we use it.

If you have additional questions or require more information about our Privacy Policy, do not hesitate to contact us.

This Privacy Policy applies only to our online activities and is valid for visitors to our website with regards to the information that they shared and/or collect in Focus Rentals. This policy is not applicable to any information collected offline or via channels other than this website.

**Consent**

By using our website, you hereby consent to our Privacy Policy and agree to its terms.

**Information we collect**

The personal information that you are asked to provide, and the reasons why you are asked to provide it, will be made clear to you at the point we ask you to provide your personal information.

If you contact us directly, we may receive additional information about you such as your name, email address, phone number, the contents of the message and/or attachments you may send us, and any other information you may choose to provide.

When you register for an Account, we may ask for your contact information, including items such as name, address, email address, and telephone number.

**How we use your information**

We use the information we collect in various ways, including to:

* Provide, operate, and maintain our website
* Improve, personalise, and expand our website
* Understand and analyse how you use our website
* Develop new products, services, features, and functionality
* Communicate with you, either directly or through one of our partners, including for customer service, to provide you with updates and other information relating to the website, and for marketing and promotional purposes
* Send you emails

**Log Files**

Focus Rentals follows a standard procedure of using log files. These files log visitors when they visit websites. All hosting companies do this and a part of hosting services' analytics. The information collected by log files include internet protocol (IP) addresses, browser type, Internet Service Provider (ISP), date and time stamp, referring/exit pages, and possibly the number of clicks. These are not linked to any information that is personally identifiable. The purpose of the information is for analysing trends, administering the site, tracking users' movement on the website, and gathering demographic information.

**Non-disclosure**

Focus Rentals does not sell, rent, lease, or release your Personal Information to third parties. Focus Rentals may, from time to time, contact you on about an offering that may be of interest to you.

**Disclosure of Personal Information**

Focus Rentals will disclose or share your Personal Information, without notice, only if required to do so by law or in the good faith belief that any such action is necessary to: (a) comply with any legal requirements or comply with legal process served on Focus Rentals or the Website; (b) protect and defend the rights or property of Focus Rentals; and (c) act under exigent circumstances to protect the personal safety of users of focusrentals.sg, or the general public.

We may disclose your personal information to third parties: (a) in the event that we sell or buy any business or assets, in which case we may disclose your personal data to the prospective seller or buyer of such business or assets; and (b) if focusrentals.sg or substantially all of its assets are acquired by a third party, in which case personal data held by it about its customers will be one of the transferred assets.

**Security of Your Personal Information**

We strive to maintain the safety of your Personal Information. Unfortunately, no internet-based service is completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

**Access to, Updating, and Non-Use of Your Personal Information**

Subject to the exceptions referred to in section 21(2) of PDPA, you have the right to request a copy of the information that we hold about you.

We want to ensure that your Personal Information is accurate and up to date. If any of the information that you have provided to Focus Rentals changes, for example if you change your email address, name or contact number, please let us know the correct details by sending an email to admin@focusrentals.sg. You may ask us, or we may ask you, to correct information you or we think is inaccurate, and you may also ask us to remove information which is inaccurate.

You have the right to ask us not to collect, use, process, or disclose your Personal Information in any of the manner described herein. We will usually inform you (before collecting your Personal Information) if we intend to use your Personal Information for such purposes or if we intend to disclose your Personal Information to any third party for such purposes. You can give us notice of your intention to halt the collection, use, processing, or disclosure of your Personal Information at any time by contacting us at admin@focusrentals.sg.

**Links to Other Websites**

Our Website may contain links to other websites. This Privacy Policy only applies to this website so when you link to other websites you should read their own privacy policies.

**Changes to This Statement**

Focus Rentals will occasionally update this Privacy Policy to reflect customer feedback. Focus Rentals encourages you to periodically review this Privacy Policy to be informed of how Focus Rentals is protecting your information.

**Contact Information**

Focus Rentals Pte. Ltd. welcomes your comments regarding this Privacy Policy. If you believe that focusrentals.sg has not adhered to this Privacy Policy, please contact us at admin@focusrentals.sg.