PRIVACY STATEMENT

1. This is a Government of Singapore digital service.

2. We may use "cookies", where a small data file is sent to your browser to store and track information about you when you enter our digital service. The cookie is used to track information such as the number of users and their frequency of use, profiles of users and their preferred digital services. While this cookie can tell us when you enter our digital services and which pages you visit, it cannot read data off your hard disk.

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

4. If you provide us with personally identifiable data

(a) Where appropriate, we may share necessary data with other Government or public agencies, including statutory boards so as to improve the discharge of public functions, and to serve you in the most efficient and effective way unless such sharing is prohibited by law.

(b) We will NOT share your Personal Data with non-Government or non-public entities, except where such entities have been authorised to carry out specific services for the Government or statutory boards.

(c) For your convenience, we may also display to you data you had previously supplied us or other Government or public Agencies. This will speed up the transaction and save you the trouble of repeating previous submissions. Should the data be out-of-date, please supply us the latest data.

5. To safeguard your Personal Data, all electronic storage and transmission of Personal Data is secured with appropriate security technologies.

6. This digital service may contain links to non-Government digital services whose data protection and privacy practices may differ from ours. We are not responsible for the content and privacy practices of these other digital services and encourage you to consult the privacy notices of those digital services.

7. Please contact <<u>SgConvention@mlaw.gov.sg</u>> if you:

(a) have any enquires or feedback on our data protection policies and procedures,

(b) need more information on or access to data which you have provided to us in the past.

TERMS OF USE

Thank you for using https://form.gov.sg/5e4f409166472d0011c87d7c ("The Website").

1. Agreement terms

By accessing and using any part of The Website, you agree to be legally bound by all Terms Of Use ("**Terms**"), which govern access of all areas of The Website. Other terms of use (which will be indicated to you) may apply upon your download of datasets from The Website or if you are redirected to other websites. If you do not accept any of these Terms, please do not use The Website.

In these Terms, the words "we", "our" and "us" refer to the Government of Singapore as represented by the Ministry of Law.

2. Access to The Website

The accessibility and operation of The Website relies on technologies outside our control. We do not guarantee continuous accessibility or uninterrupted operation of The Website.

We reserve the right to suspend, terminate or vary The Website or its operating hours at any time without prior notice at our sole and absolute discretion.

3. Relying on information

We provide The Website as a general information source only and we are not involved in giving professional advice here. The Website may not cover all information available on a particular issue. Before relying on The Website, you should do your own checks or obtain professional advice relevant to your particular circumstances.

4. Security

Where appropriate, we use available technology to protect the security of communications made through The Website. However, we do not accept liability for the security, authenticity, integrity or confidentiality of any transactions and other communications made through The Website.

Internet communications may be susceptible to interference or interception by third parties. Despite our best efforts, we make no warranties that The Website is free of infection by computer viruses or other unauthorised software.

You should take appropriate steps to keep your information, software and equipment secure. This includes clearing your Internet browser cookies and cache before and after using any services on The Website.

5. Links to or from The Website

We do not warrant and endorse, and are not responsible or liable for the availability or content of any other Internet site not provided by us ("**Internet Site**") linked to or from The Website. Access to any other Internet Site is at your own risk. If you create a link or frame to The Website, or access The Website by any means other than through the official URL of The Website, you do so at your own risk.

For the avoidance of doubt, we will not be liable for any damage or loss of any kind caused as a result (direct or indirect) of the use of any other Internet site, including but not limited to any damage or loss suffered as a result of reliance on the contents contained in or available from the Internet Site.

We reserve the right to:

- (a) Object to or disable any link or frame to or from The Website; and
- (b) Change the URL of The Website.

6. Intellectual property

The contents of The Website, including source code, pages, documents and online graphics, audio and video, in The Website are protected by law. All rights, title and interest in the materials are owned by, licensed to or controlled by us.

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Apart from any fair dealings permitted in law, no part of The Website may be reproduced or reused for any commercial purposes whatsoever without our prior written permission.

7. General disclaimer and limitation of liability

The contents of The Website are provided on an "as-is" basis without warranties of any kind. We will not be liable for any loss or damage arising out of or in connection with:

- (a) your failure to follow the instructions, procedures and directions for using The Website;
- (b) your reliance on any statement, opinion, representation or information in The Website;
- (c) any delay in operation or transmission, communications failure, internet access difficulties or malfunctions in equipment or software (including malfunctions of any computer, terminal connection line, data processing system, transmission link or any other equipment whether or not belonging to us);
- (d) any computer virus or other malicious, destructive or corrupting code;
- (e) the conduct or the views of any person who accesses or uses The Website; and
- (f) any loss of security or information.

8. Fees

There are currently no fees for using any part of The Website. We reserve the right to introduce fees and revise the fees from time to time. We are not responsible for any fees charged by any other Internet Site.

9. Applicable laws

Use of The Website and these Terms are governed by the laws of Singapore. Any claim relating to use of The Website shall be heard by Singapore Courts.

10. Variation

We may revise these Terms at any time by updating this page, and will provide notification thereof on The Website. You should visit this page from time to time and review the then current Terms because they are binding on you. We may modify or discontinue any information or features that form part of The Website at any time, with or without notice to you, and without liability whatsoever to any user.