

## SHUTTLE UP PROPRIETARY LIMITED:

### Privacy Policy

1. This policy details how SHUTTLE UP PROPRIETARY LIMITED (“SHUTTLE UP”) treats information that you provide via the website or any other manner and/or form.
2. SHUTTLE UP is committed to protecting your privacy. In the event that we request you to provide certain information by which you can be identified when interacting and/or doing business with us, the information will only be used for the purpose for which it was provided.
3. SHUTTLE UP only collects personal information with your specific knowledge and consent.
4. SHUTTLE UP may amend this policy at any time. You are advised to visit [www.shuttleup.co.za](http://www.shuttleup.co.za) from time to time to ensure that you are aware of any changes regarding how SHUTTLE UP protects your information.
5. The SHUTTLE UP website is owned and operated by SHUTTLE UP PROPRIETARY LIMITED, a company registered in the Republic of South Africa under company registration number 2019/623129/07, which has its registered address at 103 Bofors Circle, Epping Industria, 7460.
6. This website and the use of this website is governed by the laws of South Africa.
7. We reserve the right to restrict your use and access to the website or part thereof in the event of any unauthorised use, suspend the website or any part thereof and amend the website and the terms and conditions thereof from time to time without notification.
8. SHUTTLE UP will not share your information with any third parties unless you have consented thereto.
9. We may collect information such as your name and contact details based on the purpose for which it is requested.
10. This information may be required for reasons of managing complaints and claims, to contact you with your consent with information pertaining to services and offers and also for purposes of market research.
11. SHUTTLE UP undertakes to take all reasonable steps to ensure that your information is secure and has put in place suitable safeguards to secure the information and prevent unauthorised access and /or disclosures.
12. SHUTTLE UP does not warrant that the website and functions offered on the website will be uninterrupted or free of faults, viruses or such components that may result in faults or website malfunction.
13. The copyright , trademarks, and intellectual property on the website are owned by SHUTTLE UP and may not be reproduced, downloaded and /or used in any format or medium without the prior written consent of SHUTTLE UP.
14. SHUTTLE UP is indemnified from any loss, damage or claim arising from the use of or access to website.
15. SHUTTLE UP may use “cookies” and other technologies for your convenience and to save you time. You may accept or decline cookies via the settings on your browser.
16. While using this website, anonymous usage data is collected which will be used for various analytical purposes. The data collected will not contain personal identifying information
17. By providing your personal information to SHUTTLE UP, you agree and understand that SHUTTLE UP may process your information for the purpose it was provided and that your personal information will only be retained until the purpose for which it was provided, has been fulfilled.
18. SHUTTLE UP undertakes not to sell or distribute your personal information without your explicit consent.
19. You can access your personal information in terms of the provisions of the Promotion of Access to Information Act, 2 of 2000.
20. You may contact us should you require a copy of the information we have on record. The information, if any, will be made available on receipt of the prescribed fee payable for such information.
21. Please ensure that all information you provide is correct and updated for the duration of the period that your information is required to be retained.
22. Requests for personal information we may have on record must be directed to: [informationofficer@shuttleup.co.za](mailto:informationofficer@shuttleup.co.za) in terms of the PAIA Manual.
23. The [PAIA Manual](https://www.shuttleup.co.za/ShuttleUp_PAIA_Manual.pdf) contains the relevant information about the Promotion of Access to Information Act 2 of 2000. ([https://www.shuttleup.co.za/ShuttleUp\\_PAIA\\_Manual.pdf](https://www.shuttleup.co.za/ShuttleUp_PAIA_Manual.pdf))