

# Privacy Policy

Kenedix REIT Management, Inc. (KDRM) is committed to complying with the regulations in the Personal Information Protection Law (PIPL) and related laws and guidelines and will handle all personal information appropriately.

## **Collection and Management of Personal Information**

KDRM follows appropriate steps in collecting personal information and discloses the purpose for use of this information directly collected from the person in writing or via the Internet prior to such use. However, the purpose may not be disclosed when collecting personal information in circumstances where the purpose for using it is clear. KDRM makes concerted efforts to safely manage your personal information, including its collection, use and storage to protect against unintended disclosure, loss or damage to such information.

## **Use of Personal Information**

KDRM uses personal information for the following purposes:

- 1) To carry out KDRM's obligations and exercise its rights as an investor according to the regulations of the Financial Instruments and Exchange Law, the Investment Trusts and Investment Corporation Law and other related laws;
- 2) To manage unitholder information, such as for the preparation of the unitholder register based on the Investment Trusts and investment Corporation law and other related laws, and to provide information to the unitholder;
- 3) To confirm or properly handle inquiries or visits to KDRM;
- 4) To acquire a property portfolio, manage sales and leasing and other assets, conduct other activities, and perform survey analyses, data collection and information provision on various matters required by these businesses;
- 5) To confirm personal details of applications and written contracts related to conducting business;
- 6) To perform general business operations as well as any other related or incidental activities concerning the operation of our business besides the aforementioned 1-5; and
- 7) To supply or disclose personal information to third parties, if necessary, to carry out any of the purposes mentioned above.

## **Disclosure of Personal Information to Third Parties**

KDRM will not supply or disclose personal information to third parties except in the following cases:

- 1) Consent is obtained by the person concerned;
- 2) The supply or disclosure of said information falls under the provisions of applicable laws;
- 3) The supply or disclosure of said information is required to protect an individual's life, health or assets and agreement from the person concerned is difficult to obtain;

- 4) In the event that it is particularly necessary in order to better public health or to promote the sound nurturing of children, and it is difficult to obtain the consent of the person concerned;
- 5) Cooperation is requested by national or local government agencies, or service providers contracted by those agencies to conduct legal matters, and consent from the concerned person may hinder the conduct of such matters;
- 6) KDRM supplies information to outside service providers under appropriate supervision to carry out the original purpose for using the personal information within necessary parameters; and
- 7) The supply or disclosure of personal information is permitted by regulations in PIL and other related laws and guidelines.

### **Supervision of Service Providers Handling Personal Information**

KDRM shall appropriately supervise contracted service providers to ensure measures for the safe management of personal information KDRM has supplied or disclosed are implemented.

### **Inquiries Regarding Our Privacy Policy**

Please contact Kenedix REIT Management at the following location with questions concerning the supply of personal information, its disclosure, correction or suspension of use:

Kenedix REIT Management, Inc.  
2-2-9 Shimbashi Minato-ku, Tokyo 105-0004  
Japan

Telephone: +81-3-3519-3460  
Business hours: 9:00 to 17:30 Japan Standard Time (Closed on weekends and national holidays)

Please contact our Administrator for Unitholders' Register at the following location for inquiries regarding the unitholder register and the handling of other related matters:

The Transfer Agent Division of The Chuo Mitsui Trust and Banking Co., Limited  
2-8-4 Izumi Suginami-ku, Tokyo 168-0063  
Japan

Telephone: 0120-78-2031 (Japanese only)  
Business Hours: 9:00 to 17:00 Japan Standard Time (Closed on weekends and national holidays)

In addition, KDRM is a Full-Member of the Investment Trust Association, Japan, an authorized personal information protection organization. The Association accepts consultations or complaints regarding its Full-Members' handling of personal information:

Investment Trusts Association, Japan, Investors Inquiries Division

2-1, Nihonbashi-kabutocho, Chuo-ku, Tokyo 103-0026  
Japan

Telephone: +81-3-5614-8440

Business Hours: 9:00 to 11:30; and 12:30 to 17:00 Japan Standard Time (Closed on weekends and national holidays)