

TERMS AND CONDITIONS

Thank you for booking and renting with BKW Rent A Car Pte Ltd. This page states the terms and conditions used as a Hirer. By agreeing to the terms and conditions, you accept and agree to be bound, without limitation or qualification, by these terms. BKW Rent A Car Pte Ltd discretion reserves the right to modify or revise the terms and conditions. You are bound by any such modification or revision and should therefore visit this page periodically to review the terms. The terms and conditions are made between BKW Rent A Car Pte Ltd (herein referred as "owner") and the person agreeing to the terms and conditions (herein referred to as "the hirer"). It is hereby agreed as follows:

1. HIRER COVENANTS

- a. The Hirer and/or Driver MUST be between 25 - 69 years old and be
 1. an individual on employment/dependent pass with at least 12 month of validity, holding onto a valid International Driving License (printed in Romanized characters) with a valid credit card, OR
 2. a Singaporean holding a valid Singapore Driving License (class 3 or 3C.3A) with a valid debit or credit card.
 - b. The hirer must also have at least 2 years of valid driving license.
- Under Singapore Traffic Law, if the Hirer is non-Singaporean, he may only use his International Driving License for up to 1 year (from the time of his arrival) in Singapore, after which he must obtain a Singapore Driving License. For insurance purposes, if a Hirer have both an International Driving License and a Singapore Driving License, we would only count the years of driving experience from the date of issue of the Singapore Driving License.
1. The Hirer is responsible to ensure his driving license is valid at any point of time during the rental. In the event the hirer license is revoked, it is the duty of hirer to inform the owner immediately.
 2. The Hirer is to provide original identity card, driving license and proof of residence.
 3. Hirer may add up to 1 additional named driver for his booking if he checks on "Additional Driver"(s) under the optional add-ons before completion of the booking and agrees to pay an additional surcharge or provide us a copy of the additional driver identity card and driving license.
 4. Additional driver is subject to the owner approval.
 5. The Hirer agrees not to:
 - i. make or permit to be made any repairs or adjustments to be made to the Vehicle prior immediate notification to the Owner of any damages;
 - ii. remove or deface any identification marks or plates affixed to the Vehicle;
 - iii. fit any accessories to or to modify the Vehicle in any way without the consent of the Owner; and
 - iv. use or permit the Vehicle to be used or operated in a manner contrary to the Singapore Law.

2. USE OF VEHICLE (applicable to hirer and authorised driver)

- a. The Hirer may use the Vehicle for business, social, domestic and leisure purposes. The Vehicle is not to be used, and the Hirer agrees not to permit it be used, for any purpose for which it is not expressly designed and not to use it for any driving tuition, sub-leasing, towing, racing, pace-making, or for competing in any form of motor sport or for any illegal purpose whatsoever.
- b. Whilst the vehicle is in your possession, you will be held fully responsible for any, but not limited to, vehicular accident, damages, loss, fire or theft caused to this vehicle.
- c. The hirer shall be responsible for the fuel, Electronic Road Pricing (ERP) and parking charges and Traffic fines arising from the use of the Vehicle provided by the Owner during Rental period.
- d. Vehicle is strictly for SINGAPORE use. For MALAYSIA use of up to Kuala Lumpur / Melacca is subject to owner written approval.
- e. The hirer and authorized driver shall not drive the said vehicle whilst under the influence of intoxicating liquor or drugs.
- f. Smoking and transport of durian and pets are NOT allowed in the hired vehicle. Hirer will bear the cost of engaging professional services (\$327 - \$545) for the removal of any resultant stain in the Vehicle cabin.
- g. If the Hirer causes any inconvenience to other hirers and/or the Company, and/or damage to the Company's car or other vehicles or properties, and/or fines/charges/penalties/fees as a result from the Hirer's action, Hirer is liable for the cost of restitution and/or additional penalties.
- h. Without the prior written consent of the Owner, make or permit to be made any mechanical or other modifications, any alterations, additions, or repairs to the Vehicle, or fit any towing equipment or other accessories or non-standard tyres. In the event of any such modification, alteration, addition or repair (whether with or without the consent of the Owner), any additional or modified part of the Vehicle shall be deemed to become part of the Vehicle and shall belong to the Owner, without prejudice to any rights or remedies accruing to the Owner under this Agreement.
- i. Remove or interfere with any identification marks or plates affixed to the Vehicle;
 1. deface the paintwork or bodywork of the Vehicle or add or erect any painting, sign-writing, lettering or advertising to or on the Vehicle, or attempt to do so or permit the same to be done;
 2. use or permit the Vehicle to be used or operated in a manner contrary to any law or regulation of Singapore; or
 3. sell, assign, mortgage, let on hire or otherwise dispose of or part with possession or control of the Vehicle or assign its rights under this Agreement or attempt to do so. If the Hirer loses possession or control of the Vehicle, the Hirer shall take all necessary steps at the Hirer's own expense to recover possession and control of the Vehicle.
- j. The Hirer shall return the Vehicle to the Owner together with all tyres, tools, accessories and equipment, in as good order and condition (reasonable wear and tear excepted) as the state of the Vehicle was upon collection by the Hirer from the Owner.
- k. The Hirer shall ensure that the Vehicle shall not at any time during the Rental Period be driven by any person other than by the Hirer or an Authorized Driver and shall procure that the Authorized Driver complies with the terms and conditions of this Agreement as if an original party hereto. The Hirer shall be solely responsible to the Owner for any non-compliance by the Authorized Driver with the terms and conditions of this Agreement.
- l. The Hirer shall bear all costs of repair and rectification for any damage to the Vehicle resulting from negligence or improper use of the Vehicle by the Hirer or Authorized Driver or any person permitted by the Hirer to use the Vehicle.

- m. In the event of any breach of this Agreement by the Hirer or Authorized Driver, the Hirer shall pay the Owner on demand all losses and damages suffered by the Owner (including all legal costs and expenses incurred for and on behalf of the Owner for the enforcement of any provision in this Agreement, on a full indemnity basis) in connection with such breach, including any loss or damage arising from the loss of use or loss of or damage to the Vehicle for any reason whatsoever.

- n. The Hirer shall indemnify the Owner in full against any and all claims, actions, proceedings, damages, losses, liabilities (including any loss of revenue, loss of profits or indirect damages), costs and expenses (including legal fees and expenses on a full indemnity basis) that may be brought against, suffered or incurred by the Owner in connection with any use of the Vehicle, which are not otherwise covered by the insurance policy(ies) taken out by the Owner.

- o. The Hirer is only authorized to use the vehicle during the period of his/her (fully paid for) reservation (as per section 3). This use may be reasonable extended by an extension booking. If the Hirer continues to use/operate the vehicle beyond the end of the reservation, he/she shall be charged late fees (as per penalty charges). However, should the use/operation of the vehicle extend beyond the end of the reservation by 2 hours or more, the use/operation of the vehicle is no longer authorized or permitted by the owner. In which case, insurance coverage and any potential insurance claims due to accidents during this unauthorized/unpermitted use will be denied. Furthermore, such unauthorized/unpermitted use/operation of the vehicle may be reported to the police as theft of owner's vehicle.

3. DUTIES OF THE HIRER DURING RENTAL PERIOD

- a. The Hirer shall take proper care of the Vehicle and drive the same in observation of all traffic laws and regulations and in the event of any breach thereof, the Hirer shall pay all fines and penalties which may be incurred, and answer all traffic summonses, including all notices and inquiries in connection therewith. The Hirer shall ensure that the Vehicle:
 1. is not overloaded.
 2. has sufficient oil, water coolant and tire pressure always; and
 3. is properly parked and locked when not in use.
- b. The Hirer shall further be responsible for fuel, and all Electronic Road Pricing charges, parking charges, and toll fees arising from the use of the Vehicle and pay off all traffic summonses, including all notices and inquiries in connection therewith via the AXS after 5 working days of rental. If any traffic summonses, including all notices and inquiries are sent to the Owner, owner will charge an administrative charge of S\$21.80 deductible from hirer's credit card.
- c. The hirer must obey to all instructions provided by owner, including the staff or appointed personnel of owner. Failing to do, the hirer will be fined a minimum penalty of \$216 for administration and the use of the vehicle (including valid bookings) will be forfeited and withdraw with no reimbursement to the hirer.

4. VEHICLE RESERVATION / DEPOSIT / PAYMENT

- a. Reservation of the Vehicle shall be made in advance.
- b. Hirer can reserve only (1) Vehicle within the same date and time. Priority for use of the Vehicle is on a first come, first served basis.
- c. The Hirer shall upon signing the Agreement pay to the Owner a deposit (the deposit) of S\$250.00-\$1000 (credit/debit card) for Singapore Citizen.
- d. The owner is a GST Registered company. All rentals and services are subjected to GST of 9% payable during checkout.
- e. Credit card payment will be deducted upon confirmation of booking.
- f. In the event where there are no future bookings to offset the negative balance, membership will be suspended till Hirer top up his/her e-wallet account (if applicable).
- g. Rental payment can be made through credit/debit card only.
- h. Without prejudice to the Owner's other rights, the Owner shall be entitled to forfeit and/or retain any part of the Deposit in the event the Hirer breaches, fails or neglects to pay any sums or charges due to or owing to the Owner.
- i. The Deposit will be fully refunded, interest-free only when the Hirer has fully discharge his/her obligation stated in the Agreement up to 30 working days as the expiry of the Rental Period.
- j. The Deposit cannot be contra off as part of the rental fee.

5. VEHICLE COLLECTION

- a. Hirer shall inspect the exterior and interior of the Vehicle against the checklist in the glove compartment or email or text message ie WhatsApp/Telegram send to the hirer for any dent, scratches damage, spare tyre, missing tools during collection.
- b. Hirer is to report any apparent defect found which is not listed under the original condition before leaving the car park lot. If no report is made, Vehicle is aligned with previous condition as it was handed over. Hirer is to take a picture and send it to cs@bkw.sg or text message ie WhatsApp /Telegram to the sales personnel mobile phone for any discrepancy before leaving the carpark lot.
- c. Hirer is required to check if fuel light comes up upon ignition of engine and to report issue with picture evidence of fuel light within 15 minutes upon collection.
- d. Reservation will start exactly on the booking time made and not based on the time the car is unlocked.
- e. Early pick-up of the vehicle 10 minutes before prior to start time is not guaranteed (if applicable).
- f. During the period of use of the rental Vehicle, the hirer or the Driver must conduct necessary daily inspection and maintenance of the rental vehicle before use set forth of the road (Daily Inspection & Maintenance).

6. VEHICLE RETURN

- a. Hirer is required to return the Vehicle in the same condition as it was provided to Hirer at the start of the rental and is responsible for any repair or refurbishment costs for new defects found to be caused by Hirer. The costs will be added to the cost of the rental, subject to conditions.
- b. Vehicle is to be refuelled using unleaded 95 / 98 or V Power.
- c. If Hirer returns vehicle with low fuel indicator lit, S\$32.70 will be deducted from his/her credit/debit cards/e-wallet as penalty.
- d. Reservation shall end exactly at the booking time made and shall be returned to at its designated place before the agreed time. The reservation will only end after hirer click on "Return". (If applicable)
- e. Late return charge will be imposed if the trip is not ended successfully. Hirer is to allocate 10 - 15 minutes in advance to return the car at the car park lot and end trip before the agreed timing. (If applicable)
- f. For every 15 minutes block of late return, Hirer will be penalized S\$16.35.
- g. Owner will not be responsible for loss of or damage to personal belongings and the contents therein (including any valuables, even if we have been advised) during storage or during the disposal process caused and the Hirer hereby release Owner from any liability in respect thereof.

h. The Hirer shall return the Vehicle to the Pick Up Location upon the expiration or termination of this Agreement failing which the Owner shall be entitled to repossess the Vehicle at the Hirer's expense at any time without giving him prior notice and the Hirer hereby irrevocably authorizes the Owner or its representatives to enter into any premises where the Vehicle is kept to repossess the same without being liable to any action or proceeding at the suit of the Hirer or any person(s) claiming under or through him. The steps that the Owner may take to repossess the Vehicle include, but are not limited to, entering the Vehicle with its spare key, towing the Vehicle, and/or relying on third party vehicle repossession services.

i. If the Vehicle is repossessed by the Owner under this Agreement:

1. the Parties hereby agree that the Owner will not be liable for the loss of any personal belongings of the Hirer during repossession; and
2. the Hirer will remain liable for any damage to the Vehicle at the point of repossession.

7. BREAKDOWN

- a. Should the vehicle breakdown due to mechanical faults, the Owner shall not be held responsible for any consequential and incidental loss, i.e. income, fuel etc.
- b. The Owner is also unable to provide a replacement vehicle and all bookings made within the next 12 hours will be cancelled.
- c. If the Vehicle that the Hirer rented is met with an accident, the Hirer must inform Owner immediately. No repair is to be done without Owner's approval. If the hirer is found towing and/or repairing the rented vehicle at any workshop unauthorized by us, penalty will be imposed.
- d. The maintenance of the vehicle will be borne by Owner, Hirer must keep note of the vehicle **engine temperature, any overheating due to Hirer's/Authorized Driver's negligence**, repair and any miscellaneous cost shall be borne by the Hirer. If there is any problem due to wear and tear or vehicle breakdown, the Hirer is to report to the owner immediately and seek for advice/permission before proceeding to fix the issue.
- e. The Owner shall provide 24-Hours breakdown and emergency service to the Hirers if the vehicle suffers a breakdown or is involved in an accident. Hirer will have to contact our 24 hours helpline 6223 1122.
- f. The Hirer agrees that key locked inside the Vehicle, steering wheel locked, changing of a punctured tyres and stalling caused by empty fuel tank, misplace of car keys and battery flat due to Hirer/Authorized Driver negligence do not constitute a breakdown. The Hirers accepts a charge of S\$54.50 if the 24-hour breakdown and emergency service is being deployed for such instances.
- g. The Hirer must ensure that the Vehicle has reasonable amount of fuel, engine oil, auto-transmission oil, radiator water filled. Failure to perform may result to damages of the Vehicle and the Owner reserves its right to demand for compensation of the damages from the hirer.
- h. Hirer will be responsible for any cost related to breakdown if the wrong type of fuel is pumped into the Vehicle.

8. Malaysia Use (STRICTLY WITH OWNER WRITTEN APPROVAL)

- a. The Hirer accepts and agrees to be bounded by the conditions in this section before using the Vehicle for entry into Malaysia. Vehicle usage in Malaysia is only applicable in West Malaysia up to and/or no further than Kuala Lumpur/ Melacca, Malaysia.
- b. Hirer intending for entry into Malaysia must indicate on checkbox for Malaysia usage prior to booking confirmation. If Hirer did not opt for Malaysia usage, vehicles are not allowed into Malaysia. Hirer will not be compensated for any partial use between Singapore and Malaysia during booking period.
- c. Only vehicle allocated by the owner is allowed entry into Malaysia.
- d. Hirer shall abide by all Singapore Immigration regulations and Malaysia government's regulations and be responsible for all Traffic Police and Court summons and fines. All unsettled traffic offenses or fines committed by hirer during the period will be charged to the hirer in full of additional administrative charges incurred.
- e. Hirer will be responsible for any incidental damages / cost incurred during booking in Malaysia, inclusive and not limited to outstanding traffic fines, breakdown, battery, tyres, towing fee, and any loss, damage, costs and expenses arising from the breakdown of the vehicle.
- f. Hirer shall also obtain vehicle registration number, names and address of the parties involved. Hirer shall not abandon the Vehicle without any adequate provision for safeguarding in the event of an accident.
- g. Hirer is to make a Malaysia Police Report and Singapore Police Report in the event of an accident and will be liable for any cost incurred if the Vehicle is lost or stolen.
- h. Hirer can make simple rectification work, with prior approval from the owner, such as punctured tyres, flat battery and faulty air-conditioning system in the event of breakdown and all cost will be borne by Hirer. The Owner will also not be liable or responsible for any monetary compensation incurred by hirer for the rectification work.
- i. Hirer entering Malaysia without informing the Owner will result in penalty fee of S\$200 on top of the Malaysia surcharge or immediate termination of his account and security deposit will not be refunded.

9. ACCIDENT AND INSURANCE

a. The Owner shall insure the Vehicle against all 3rd party risks and liabilities; loss or theft to the Vehicle; and damage to the Vehicle, subject to the following Non-waiverable Excess:

OWN DAMAGE EXCESS PER ACCIDENT (Section I)				
	1599cc and below		Above 1600cc	
		CDW per day		CDW per day
Singapore	S\$2725	S\$1090	S\$3815	S\$1907.50
Malaysia	S\$4360	-	S\$7630	-
3RD PARTY EXCESS PER ACCIDENT (Section II)				
	1599cc and below		Above 1600cc	
		CDW per day		CDW per day
Singapore	S\$2725	S\$1090	S\$3815	S\$1907.50
Malaysia	S\$4360	-	S\$7630	-

- b. In the event of an accident, the Hirers shall:
 1. obtain vehicle registration numbers, names, contact number and addresses of the parties involved and any witness, state the location, time and photographs of the accident scene and vehicle;
 2. not admit fault or liability;
 3. not abandoning the Vehicle without adequate provision for safeguarding and securing the same;
 4. notify the Owner immediately @ 62231122;
 5. make a police report if any party suffers injury.
- c. Hirer can reduce their excess by opting for the Collision Damage Waiver (CDW) before the completion of their booking. The CDW is optional and can be purchased at the above table (refer to 9a). Hirer's liability will be reduced to S\$1090 for own excess damage per accident and S\$1090 to 3rd party excess per accident, upon purchase of the CDW.
- d. Option to purchase CDW will have to be selected at the point of booking to be deemed effective.
- e. The Hirer must report all car accident, both severe or minor immediately. If the Hirer fails to report any accident, insurance may repudiate the case and all claims and expenses will be borne directly by the Hirer regardless of whether CDW is purchased.
- f. Paying the current premium rate per day for Collision Damage Waiver may reduce the Non-Waiver Excess Clause. For the category of vehicle hired Collision Damage Waiver does not cover Fire/Theft/Missing/Stolen vehicles' item. Full excess amount must be paid immediately in the event of an accident/Fire/Theft/ Missing/Stolen. If vehicle is stolen/Missing due to the hirer negligence, Hirer must be fully liable for the vehicle. The owner reserves the right not to replace a replacement vehicle if an accident occurred. Any damage to the car will be repair at BKW authorized workshop.
- g. When an accident involving the Hirer occurs, regardless of own damage or 3rd party vehicle, the Hirer pre-authorizes the owner to deduct the insurance excess amount (if any) from their credit card/ debit card/ bank account regardless of the insurance outcome. The Owner will refund (if any) the balance of insurance excess amount, less the cost of the accident, when the details of the accident are finalized.
- h. Insurance excess only covers the bodywork of the vehicle and Hirer will be liable for the loss of use subject to duration required for repair.
- i. The Owner will not be responsible for any incidental costs, e.g. reimbursement of taxi fares etc., due to vehicle breakdown / accident.
- j. The vehicle is NOT covered by a motor insurance policy covering personal accident insurance for the Hirer, his passenger or authorized driver and the Owner shall not be responsible for any liability claims, injuries or otherwise in connection with any accident death or the losses arising from the use of the vehicle. The owner may at the request of the Hirer and upon payment of the requisite charges arrange for separate personal accident coverage for bodily injury or death.

10. LOSS OF USE PROGRAM (IF APPLICABLE)

- a. I shall be responsible for and shall promptly pay for the full indemnification to owner during the usage period, for:
 1. All damages or losses howsoever caused, all traffic violations, fines and penalties imposed on the vehicle for whatsoever reason in respect of or in connection with its use or operation.
 2. All claims, damages, losses, increased insurance premiums, non-waiver excess and cost expense (including legal costs on a full indemnity basis), whatsoever and howsoever brought against, suffered or incurred by owner in respect of, or the use of, or the operation of the vehicle. Full excess amount have to be paid immediately in the event of an accident.
 3. Any Offensive smell e.g. cigarette or durian smell, the hirer shall bear the cost of removing the offensive smell between \$327-\$545
 4. .
 5. Any punctured tyres, empty petrol tank, loss of vehicle's key or locked key inside a vehicle, by itself, does not constitute a breakdown and that in the event the owner's 24-hours Emergency Service is called upon to respond to such occurrence, the Hirer shall bear the cost of such response at \$54.50 per trip.
 6. All additional driver is subject to their insurance company approved.
 7. I understand and agree to the personal data collection statement.
 - b. I understand that the vehicle is being provided to me, free of charge on a goodwill basis, for a period not exceeding the duration base on the surveyor's report that my vehicle remains in authorized or approved workshop for accident repair. I undertake to inform the owner once my own vehicle is ready. Failure or any delay in return of the rental car. I shall bear the rental charges. I further acknowledge that owner is fully entitled to the request the return of the vehicle at any time without assigning any reason whatsoever, irrespective of whether the repair works in respect of my own vehicle is completed or not.
 - c. I have been notified of the current daily discounted charges applicable to the vehicle as follows:
 1. Below 1600 cc: \$93.74 - \$127.53 per day
 2. 2000cc & above/ continental car: \$141.70 - \$391.31 per day
 - In the event that I shall failing to return the vehicle to owner upon owner's request, I agree to pay such daily rental charges for the vehicle which you may deem fit to impose for each day or part thereof that the vehicle remain in my possession, without prejudice to owner legal rights.
 - I have presented a charge/credit card for the payment if necessary. I agree that all amounts payable under the agreement, damage costs, insurance excess, rental charges, expenses related to the vehicle, parking and traffic infringements may be billed to that account and my signature below will be considered to have been made on the charge/credit card/mail order.

11. PARKING AND TRAFFIC OFFENSES

- a. Should the hired vehicle be involved in any traffic offence during the period, the Hirer agrees to be liable for any issues with the vehicle that arise under the Hirer's care and agree to pay all fines and any amount government or semi-government authorities shall levy or impose.
- b. The Hirer and authorized driver must make sure that he/she has a valid driving license during rental period and that he/she complies with the Singapore Road Traffic Act.

12. PRICING / CANCELLATION POLICY / PENALTY CHARGES

- a. All rates are quoted in Singapore dollars and are subjected to 9% GST (Goods and Services Tax) and is subject to changes.
- b. The hiring shall commence on the date and at the time specified and shall continue for the period and end on the date and at the time stated unless extended or as expressly requested by the Hirer.
- c. The Hirer shall pay in full the hire charge specified herein before the commencement of hiring. No part of such hire charge shall in any circumstances be refunded.
- d. When a Hirer is liable to the owner for penalty charge(s), late fee(s), and/or any charges or fees owed to the owner, the Hirer pre-authorizes the owner to deduct the amount from their credit card/ debit card / bank account.
- e. Any reimbursement, if any, will be refund via check payment.

f. Cancellation charges will be borne by the Hirer if the hirer cancels his booking. Hirer will be charged S\$10.90 if Hirer cancels for more than 48 hours; Hirer will be charged 50% of the rental if Hirer cancels between 24 - 48 hours prior to time of booking starts and 100% of the rental if Hirer cancels between timing of booking to less than or equal to 24 hours to the time of booking starts.

g. Hirer is responsible for ensuring their account with their private hirer service provider is updated. In the event if there are any discrepancies, owner will at its best effort to assist with hirer but will not be providing any refunds.

* Clarification - If the previous Hirer is late by more than 45 minutes, the current Hirer may cancel the booking and receive a full refund of his/her booking. For avoidance of doubt, the current Hirer will not receive a share of the late fees if he opts to cancel and refund his booking. If the current Hirer proceeds with his booking, only then will he receive his share of the late fees.

- Owner will at its best effort basis put up a text messages or email hirers to inform on any changes.

- Owner will have the right to cancel any Hirer's booking/s for any dispute in pricing discrepancy; Hirer abusing the owner system; or Hirer not complying with the terms and conditions stated by owner.

- In the best interests of the community and the business, the Owner has the right to cancel, amend, or create bookings on behalf of the hirer with no notice and no reimbursements.

13. BOOKING SITE USE

This booking engine may contain links to resources located on servers or websites operated by parties other than the owner. If the Hirer uses these links, he/she leaves this booking engine (website). Such hyperlinks are provided for his/her reference and convenience only. The inclusion of hyperlinks on this booking engine to other websites or servers does not imply any endorsement of the material on such websites or servers (including but not limited to material relating to travel information or services) or any association with their operators. The owner does not control and is not responsible for such websites or the servers or the parties operating such websites or servers and accordingly the owner accepts no responsibility or liability for any material contained on those servers or websites, or the accuracy or legality of information contained on other websites or servers. Hirer is advised to use his/her own discretion when communicating and utilizing services from these other websites or servers. If Hirer decides to access any of the third-party websites linked to this booking engine (website), he/she is doing so entirely at his/her own risk.

14. PERSONAL DATA PROTECTION POLICY

This Personal Data Protection Policy notice for personal data ("Notice") is issued to all our valued customers and guests (Collectively known as "Hirers" and named drivers) of the owner, pursuant to the statutory requirements of the Personal Data Protection Act 2012 ("PDPA").

a. The owner takes its responsibilities under Singapore's PDPA seriously. Owner also recognizes the importance of the personal data Hirers have entrusted to the Company and understands its responsibility to properly manage, protect and process your personal data of the Hirers.

b. During your course of dealing with owner, owner may have, and / or will collect, use, disclose and process Hirers' personal data for purposes, including, communicating; providing services, responding to your enquiries or complaints, provide you with information and/or updates on products, services and/or promotions offered by owner and/or its associated and its subsidiary companies or any selected third parties and other purposes required to operate and maintain business as set out in owner's Personal Data Protection Policy (collectively referred to as "Purposes").

c. Our vehicle may be installed with Audio and video recording devices for safety purposes/maintenance/operational needs. Locking and unlocked devices incorporated with GPS tracking system maybe installed to facilities our operational and businesses requirement.

d. In order to conduct owner's business operations more smoothly, owner may also be disclosing the personal data provided by Hirers to owner's third-party service providers, agents and/or owner's affiliates and/or subsidiary companies or related corporations, and/or other third parties whether sited in Singapore or outside of Singapore, for one or more of the above-stated Purposes. Such third-party service providers, agents and/or affiliates or related corporations and/or other third parties would be processing your personal data either on owner's behalf or otherwise, for one or more of the above-stated Purposes.

e. It is necessary for owner to collect and to retain your personal data. If Hirer do not provide owner with your personal data, or do not consent with this Notice or our Personal Data Protection Policy, owner will not be able to effectively provide products and/or services to Hirer, if at all. We are committed to ensuring that your personal data is stored securely. Owner have the right to request for access to, to request for a copy of and to request to update or correct Hirer personal data held by owner. Hirer have the right at any time to request us to limit the processing and use of his/her personal data. (For example, requesting owner and/or its subsidiary companies to stop sending Hirer any marketing and promotional materials or contacting Hirer for marketing purposes).

f. Hirer's written request should be email to: info@bkw.sg and reply to sender to unsubscribe for future updates / promotions.

g. By submitting your personal data to us, Hirer consent to owner collecting, using, disclosing and processing your personal data in accordance with this Notice. Owner will also take it that all personal data provided by Hirer is accurate and complete, and that none of it is misleading or out of date. Hirer will promptly update us in the event of any change to his/her personal data.

h. Please indicate if you wish to receive marketing or promotional materials on our financial products or services via telephone calls, text messages, faxes, mails, or emails.

Yes

No

If you do not indicate your option here, we will assume you agreed or may follow existing option you may have indicated previously. We will use the contact, including any update, you have given to us to contact you. You may make your request to withdraw your consent, access or correct your personal data by writing to: The data Protection Officer, BKW Rent A Car Pte Ltd, 120 Lower Delta Road, #02-15 Cendex Centre, Singapore 169208. Alternately, you can email to: info@bkw.sg.

i. In some circumstances, Hirer may have provided personal data relating to other individuals (such as his/her spouse, family members or other third party including minors). The Hirer must represent and warrant that his/her is authorized to provide his/her personal data to owner and Hirer have obtained the consent to the collection, use, disclosure and processing of their Personal Data in accordance with this Notice.

j. The owner reserves the right to update and amend this Notice or Purposes from time to time. We will notify Hirer of any amendments to this Notice or its Purposes via announcements on owner's website or other appropriate means. If owner amends this Personal Data Protection Notice or our Personal Data Protection Policy, the amendment will only apply to personal data collected after owner has posted the revised Notice or Purposes.

k. All customer's data will be kept strictly confidential and is solely used for completing the sales transactions and other relating matters.

This agreement is governed by and shall be constructed in accordance with the laws of Singapore.