Privacy Statement

At FBM Property Management, ("FBM"), we value your business and respect your right to privacy. We want you to feel secure about any private information that you provide to us, and have therefore outlined our Privacy Policy below. This Privacy Statement has been adopted by FBM in order to demonstrate our commitment to the protection of individual privacy. The following discloses the personal information collection, use and disclosure practices of FBM. For the purposes of this Statement, "personal information" means information that is personally identifiable to individuals. "Non-identifiable information" means information that cannot be associated with or traced back to specific individuals with any certainty.

HOW AND WHEN FBM COLLECTS PERSONAL INFORMATION _____

1. FBM collects personal information in the following situations:

1.1 On behalf of our owners and in order to meet its property management obligations. This information is collected through applications, registration forms, questionnaires and transaction documents. This information is collected from owners, tenants, corporations, (or their professional advisors), and from property management companies. Personal information includes contact information (for example, name, mailing address, e-mail address, telephone number, driver's license, and social security number), demographic information, household information, emergency contact, vehicle information and financial information.

1.2 From individuals on a voluntary basis through surveys, contest entry forms, magazine subscription forms and/or questionnaires. Personal information includes contact information (for example, name, mailing address, e-mail address, and telephone number), demographic information, household information, preferences and financial including income information.

USE OF PERSONAL INFORMATION BY FBM _____

2. FBM uses personal information that it collects for the following:

2.1 To manage the common elements and other assets of property owners in accordance with the various property management agreements at FBM;
2.2 To determine credit worthiness of prospective tenants.
2.3 To manage the common elements and other assets of property owners.
2.4 To collect common expenses and any other assessments or charges.
2.5 To communicate with individuals;
2.6 To understand individual needs and preferences;
2.7 To manage the distribution of magazines and/or other publications of FBM.

The information also enables us to develop and customize promotional products and services to better meet the needs and preferences of owners and tenants. FBM may, from time to time, contact individuals by electronic format, regular mail or telephone for any of the purposes set out above.

DISCLOSURE OF PERSONAL INFORMATION BY FBM _____

3. FBM does not sell, rent or trade personal information that it collects. FBM will not knowingly disclose personal information to any third parties except in the following circumstances:

3.1 When FBM has received consent to do so or under limited circumstances specifically described at such time as personal information is collected;

3.2 When FBM, in good faith, believes the law permits or requires such disclosure;

3.3 To its agents and professional advisors for the purpose of collection of common expenses and any other assessments or charges levied;

3.4 In the event that management of a particular property is transferred to another management company, FBM may disclose personal information of owners and tenants of such property to such management company;

3.5 In the event of the sale of FBM, personal information may be one of the transferred business assets.

RETENTION OF PERSONAL INFORMATION BY FBM _____

4. At such time as personal information is no longer required for the purposes stated in this Privacy Statement or other statutory requirements, such personal information will be made anonymous or destroyed.

SAFEGUARDING PERSONAL INFORMATION _____

5. FBM has taken measures to protect the security and confidentiality of personal information as are appropriate in the circumstances. Personal information is stored in confidential databases. These sites have appropriate security measures in place to protect against the loss, misuse and alteration of personal information under the care and control of FBM. Third parties, however, may intercept any information transmitted via the Internet. FBM does not assume any liability for interception, alteration or misuse of information transmitted over the Internet. FBM employees are restricted from using and disclosing personal information collected by FBM other than in accordance with this Statement.

ACCESSING PERSONAL INFORMATION _____

6. Individuals have the right to access, verify and correct or amend all of their personal information collected by FBM, on behalf of our clients. FBM believes that it is imperative that personal information be as accurate, complete and up to date as is necessary for the purposes for which it is collected. Accordingly, to help FBM keep personal information as current as possible, FBM encourages individuals to amend inaccuracies and make corrections in their personal information collected by FBM, on behalf of our clients, as often as necessary.

HOW TO FILE A COMPLAINT _____

7. To file a complaint with FBM concerning the collection, use and/or disclosure of personal information, please send an email to the Privacy Officer at FBM at mfrench@fbm.com or call 972-878-7368.

All complaints will be investigated by the FBM Privacy Officer as soon as is practical in the circumstances. Individuals will be notified of the outcome of the investigation of complaints clearly and promptly and will be notified of any relevant steps taken or to be taken as a result of a complaint.

COMMENTS AND QUESTIONS _____

Any comments or questions about this Statement, should be addressed to FBM as follows:

By mail:
1905 West Ennis Avenue Suite 204
Ennis, TX 75119
Attention: Mike French

By email: mike@fbmproperty.com

By phone: 972-878-7368

This Statement has been adopted by FBM as of October 13, 2006.

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