

# **Anti-Spam Policy**

#### 1. Introduction

- 1.1 In the context of electronic communications, "spam" refers to unsolicited, bulk, or indiscriminate messages, typically sent for commercial purposes.
- 1.2 We maintain a zero-tolerance policy towards spam.
- 1.3 We send transaction-related emails such as property updates, legal notifications, and transfer progress alerts. You may unsubscribe or manage your email preferences at any time.

### 2. Legal Credit

2.1 This document was adapted from a template provided by SEQ Legal and modified to suit our specific requirements.

### 3. Spam Filtering

- 3.1 Our systems automatically scan incoming emails and other messages to filter suspected spam.
- 3.2 We may report certain messages as spam, which could lead to blacklisting of IP addresses or domain names.

### 4. Spam Filtering Limitations

- 4.1 No filtering system is perfect. Occasionally, legitimate messages may be incorrectly flagged as spam.
- 4.2 If you believe your message has been incorrectly filtered, please contact the recipient using another method.
- 4.3 To reduce the chances of your message being blocked:
  - (a) Send messages in plain text
  - (b) Avoid large or suspicious attachments
  - (c) Avoid using common spam keywords and excessive formatting
  - (d) Scan your device for malware before sending

#### 5. User Conduct

- 5.1 Our platform allows users to send messages via integrated forms.
- 5.2 Users may not use our website, services, or communication tools to send, store, copy, relay, or distribute spam.
- 5.3 Additional rules regarding user conduct can be found in our Terms and Conditions.

## 6. If You Receive Unwanted Messages

6.1 If you receive any message from us (or sent via our platform) that you believe to be spam, please contact us immediately so we can investigate.

# 7. Changes to this Policy

7.1 This policy may be updated periodically. The latest version will always be available on our website.

#### 8. Contact Information

- This website is owned and operated by Christine Van Dyk.
- Our principal place of business:
- 14A Polka Corner, Sunward Park, 1459

• Phone: 083 230 5777

Email: As published on our website