PRODUCT SPECIFICATIONS FOR
REALPAGE ONLINE LEASING BASIC

UPDATED: March 5, 2020

These Product Specifications describe the current functionality and certain dependencies of the above-referenced product center (the "Product Center"). Access to and use of the Product Center is governed by an underlying agreement and, as applicable, addendum (collectively, the "Agreement") with RealPage, Inc. and, as applicable, its affiliates (collectively referred to herein as the "Provider" "we" or "us"). Capitalized terms used in these Product Specifications have the meanings provided in the Agreement unless otherwise defined herein.

Subject to the terms of the Agreement, these Product Specifications may be modified at any time. If we modify these Product Specifications, we will post the updated version at http://www.specifications.controls.realpage.com and update the "Updated" date above. We recommend that you review these Product Specifications periodically for any changes. Your continued access to or use of the Product Center will constitute your acceptance of the updated Product Specifications.

1. AUTHORIZED USERS AND PASSWORD

    Provider will provide the licensee under the Agreement ("Licensee") with a user name and password permitting Authorized Users to access the Product Center. Licensee is responsible for the protection and dissemination of such user name and password and for any activities or actions occurring under Licensee's account or log-in credentials—including, without limitation, for any losses or damages resulting from the loss, theft or misuse of or failure to protect any such user name or password. Licensee will permit only Authorized Users to access the Product Center, will ensure that all Authorized Users comply with the terms and conditions set forth in the Agreement and herein, and will not permit any person that ceases to be an Authorized User to continue to use a user name or password.

2. OVERVIEW OF REALPAGE ONLINE LEASING BASIC

    REALPAGE ONLINE LEASING BASIC is an online apartment leasing system that enables Site Owner's prospects to pre-qualify for apartment homes. REALPAGE ONLINE LEASING BASIC allows prospects to pre-qualify, reserve, and/or quote an apartment. REALPAGE ONLINE LEASING BASIC gives prospects real-time access to floor plans, amenities, and availability information. REALPAGE ONLINE LEASING BASIC is also configurable to match leasing processes at the Site.

    REALPAGE ONLINE LEASING BASIC includes:

    - Pricing and Availability

      - Presents real-time Unit availability to prospects
      - Presents quotes
      - Integrates with Site websites and most major Internet Listing Services
      - Allows the prospect to take a virtual tour of rooms and facilities
      - Creates automatic guest cards

    - Screening and Reservations

      - Permits a prospect to pre-qualify for a Unit
      - Allows a prospect to reserve a Unit online

    - General Functions

- Displays activity in OneSite® Leasing & Rents (for example, quotes, apply/pre-screen, Unit reservations)
- Allows reconfiguration to match leasing processes at the Site
- Sends email notifications throughout the duration of the leasing process

Note: The REALPAGE ONLINE LEASING BASIC Product Center was not designed to store electronic protected health information, as defined by Section 160.103 of the HIPAA Regulations, 45 CFR Parts 160, under the Health Information Portability and Accountability Act Omnibus Final Rule released on January 17, 2013. Users should not use any feature of the REALPAGE ONLINE LEASING BASIC Product Center to upload or to store any electronic protected health information.

3. DETAILED SPECIFICATIONS FOR REALPAGE ONLINE LEASING BASIC

This section outlines the major capabilities of REALPAGE ONLINE LEASING BASIC:

3.1. Pricing and Availability

a. Integrates with Site websites and most major Internet Listing Services

   (i) Works within existing websites

   (ii) Allows Site website to link to a view of available Units

b. Presents real-time Unit availability to prospects

   (i) Provides real-time unit availability (requires OneSite Leasing & Rents)

   (ii) Allows customization of how available Units are displayed to prospects

c. Presents Quotes

   (i) Provides an optimized rent range for each Unit based on move-in date and lease term (requires YieldStar® Price Optimizer)

   (ii) Presents quotes in real time

   (iii) Allows Site Owner to customize the length of time for a quote to be valid

   (iv) Places the Unit back into availability upon quote expiration

d. Allows the prospect to take a virtual tour of rooms and facilities:

   (i) Kitchen

   (ii) Living room

   (iii) Bathroom

   (iv) Bedroom areas

   (v) Common areas

   (vi) Amenities

e. Creates automatic guest cards

   (i) Enters guest cards into OneSite Leasing & Rents prospect management system (requires OneSite Leasing & Rents)

   (ii) Generates and sends email messages to prospects as they move through the system

3.2. Screening and Reservations

a. Allows prospects to reserve Units online

   (i) Allows prospects to select a Unit online to be reserved

   (ii) Allows Site Owner to determine reservation fees

   (iii) Allows Site Owner to determine reservation expiration dates

   (iv) Removes reserved Units from availability

   (v) Places the Unit back into availability upon quote expiration

   (vi) Allows prospects to log on to the portal to view reservation

    b.   Permits prospects to pre-qualify for a Unit

       (i)   Pre-qualifies prospects for a Unit

       (ii)   Displays pre-qualification results in approximately 15 seconds

       (iii)   Allows Site Owner to customize the pre-qualification approval letter

       (iv)   Reserves and removes Units that prospects have qualified for from availability

       (v)   Enables Site Owner to configure their screening settings

3.3. General Functions

    a.   Posts activity in OneSite Leasing & Rents

       (i)   Registers quotes

       (ii)   Tracks pre-qualifications

       (iii)   Posts activity in OneSite Leasing & Rents (for example, quotes, apply/pre-screen, Unit reservations)

    b.   Allows Site Owner to customize workflow and branding (Additional Fees apply)

    c.   Allows Site Owner to configure to match leasing processes at the Site

       (i)   Allows Site Owner to customize fees

       (ii)   Allows Site Owner to show online reservations

       (iii)   Allows Site Owner to show online quotes for prospects

       (iv)   Allows Site Owner to manage which Units are shown as available online

4.   CALIFORNIA CONSUMER PRIVACY ACT OF 2018 ("CCPA") DATA PROCESSING STATEMENT

This CCPA Data Processing Statement applies to "Personal Information" of a "Consumer" as those terms are defined under the CCPA (referred to hereafter as "Personal Data") that RealPage processes in the course of providing services under the Product Center ("Services") governed by the Agreement to Customer.

RealPage understands the terms in this CCPA Data Processing Statement and agrees to comply with them. The terms of this CCPA Data Processing Statement will prevail in connection with the purpose and scope of this CCPA Data Processing Statement over any conflicting terms in the Agreement.

4.1. <u>Customer's Role.</u> The Customer is a for profit entity that determines the purpose and means of processing Personal Data. Customer will provide Personal Data to RealPage solely for the purpose of RealPage performing the Services.

4.2. <u>RealPage's Role.</u> RealPage shall provide the Services and process any Personal Data in accordance with the Agreement. RealPage may not retain, use, or disclose Personal Data for any other purpose other than for providing the Services and in performance of the Agreement.

4.3. <u>Data Processing, Transfers, and Sales.</u> RealPage will process Personal Data only as necessary to perform the Services, and will not, under any circumstances, collect, use, retain, access, share, transfer, or otherwise process Personal Data for any purpose not related to providing such Services. RealPage will refrain from taking any action that would cause any transfers of Personal Data to or from RealPage to qualify as "selling personal information" as that term is defined under the CCPA.

4.4. <u>Sub-Service Providers.</u> Notwithstanding the restrictions in Section 2.3, Customer agrees that RealPage may engage other Service Providers (as defined under the CCPA), to assist in providing the Services to Customer ("Sub-Service Providers"). RealPage carries out appropriate due diligence on each Sub-Service Provider and the arrangement between RealPage and each Sub-Service Provider is governed by a written contract which includes terms substantially equivalent to those set out in this CCPA Data Processing Statement.

4.5. <u>Security.</u> RealPage will use commercially reasonable security procedures that are reasonably designed to maintain an industry-standard level of security, prevent unauthorized access to and/or disclosure of Personal Data.

4.6. <u>Retention.</u> RealPage will retain Personal Data in accordance with Customer instructions, the terms of the Agreement, or any applicable law(s), whichever requirement is controlling under the circumstances. At the termination of this CCPA Data Processing Statement, or upon Customer's written request, RealPage will either destroy or return Personal Data to the Customer, unless legal obligations require storage of the Personal Data.

4.7. <u>Assistance with Consumers' Rights Requests.</u> If RealPage, directly or indirectly, receives a request submitted by a Consumer to exercise a right it has under the CCPA in relation to that Consumer's Personal Data, it will provide a copy of the request to the Customer. The Customer will be responsible for handling and communicating with Consumers in relation to such requests.

4.8. <u>Enforceability.</u> Any provision of this CCPA Data Processing Statement that is prohibited or unenforceable shall be ineffective to   the extent of such prohibition or unenforceability without invaliding the remaining provisions hereof. The parties will attempt to agree upon a valid and enforceable provision that is a reasonable substitute and shall then incorporate such substitute provision into this CCPA Data Processing Statement.