

# LIKUID SPACES (PVT.) LTD

5 Charles Place, Colombo 03 | +94 77 608 3621 | hello@likuidspaces.com

Effective Date: 9 June 2026

---

## Privacy Policy

---

At Likuid Spaces (Pvt.) Ltd, we are committed to protecting the privacy and security of our members' and visitors' personal information. This Privacy Policy outlines how we collect, use, and safeguard your information when you use our co-working facilities, make bookings, or visit our website. By using our services, you consent to the practices described in this policy.

### Information We Collect

When you register, book, or interact with us, we may collect certain information about you, including:

- Personal identification information (name, email address, phone number, and postal address) provided voluntarily during registration or booking.
- Payment and billing information necessary to process membership fees and bookings, handled securely by trusted third-party payment processors.
- Business details such as company name, industry, and designation, provided during onboarding.
- Access and usage data including entry/exit times, facility usage, and booking history.
- Browsing information such as IP address, browser type, and device information, collected automatically via cookies and similar technologies on our website.

### Use of Information

We may use the collected information for the following purposes:

- To process and manage your membership, bookings, and payments.
- To communicate with you regarding your account, bookings, invoices, and announcements.
- To personalise your experience and provide relevant service recommendations.
- To improve our facilities, website, and overall member experience.
- To ensure the security and safety of our premises and members.
- To detect and prevent fraud, unauthorised activities, and misuse of our services.

### Information Sharing

We respect your privacy and do not sell, trade, or share your personal information with third parties without your consent, except in the following circumstances:

- Trusted service providers: We may share your information with third-party partners who assist us in operating our facilities, processing payments, and delivering services. These providers are contractually obligated to handle your data securely and confidentially.
- Legal requirements: We may disclose information if required to do so by law or in response to valid legal requests or orders.

### Data Security

We implement industry-standard security measures to protect your personal information from unauthorised access, alteration, disclosure, or destruction. However, no method of transmission over the internet or electronic storage is 100% secure, and we cannot guarantee absolute security.

### Cookies and Tracking Technologies

We use cookies and similar technologies to enhance your browsing experience, analyse website traffic, and gather information about your preferences. You have the option to disable cookies through your browser settings, though this may limit certain features and functionality of our website.

### Changes to the Privacy Policy

We reserve the right to update or modify this Privacy Policy at any time. Any changes will be posted with a revised effective date. We encourage you to review this Privacy Policy periodically to stay informed.

# LIKUID SPACES (PVT.) LTD

5 Charles Place, Colombo 03 | +94 77 608 3621 | [hello@likuidspaces.com](mailto:hello@likuidspaces.com)

*Effective Date: 9 June 2026*

---

## **Contact Us**

For any privacy-related questions, concerns, or data requests, please contact us:

Email: [hello@likuidspaces.com](mailto:hello@likuidspaces.com) | Phone: +94 77 608 3621 | Address: 5 Charles Place, Colombo 03