# IMPORTANT PRIVACY INFORMATION FOR CUSTOMERS OF FRANKLIN STREET PROPERTIES CORP. AND AFFILIATES ("FSP")

FSP considers the privacy of its customers or former customers to be a matter of the utmost importance. FSP believes that any personal customer data provided to it should be treated with the highest level of regard for the confidentiality of personal and financial information.

This Privacy Policy is being provided to outline our current policies and practices with regards to how information about individual customers is collected and used.

### **Personal Information**

FSP collects non-public personal information provided on customer account/investment subscription documents. FSP also collects information about its customers transactions with it. Nonpublic personal information may include names, addresses, phone numbers, Social Security numbers and other account information.

FSP has not sold, and will not sell, your personal information. In addition, FSP will not give to or share your personal information with any unaffiliated third party unless that third party is an entity providing investor-servicing activities on FSP's behalf and unless that activity is permitted by certain regulatory agencies, such as the Securities and Exchange Commission, as described in "Information Sharing." Other entities, such as the Internal Revenue Service, legally may require us to provide the IRS with customer information.

## **Information Sharing**

In order to improve upon the services we provide, FSP may disclose all of the information it collects as described in "Personal Information" to companies that perform investor-servicing activities on FSP's behalf.

An example would be an accounting firm that is preparing year-end tax reporting documents. This activity is permitted by law. Any customer information used for these purposes will be kept to the highest possible level of confidentiality.

# **Employee Access to Information**

Individual customer information is only made available to those FSP employees who need access in order to provide products and services its customers.

#### Security

FSP maintains physical, electronic and procedural safeguards that comply with federal standards to guard customer information.

This policy has been in effect since May 1, 2000.

### **For More Information**

If you have any questions or concerns about the privacy of customer information at FSP, please contact us at (877) 686-9496 or InvestorRelations@franklinstreetproperties.com