

To the attention of:

Subject: Conditions for photography and recordings

Date:

1. Introduction

Thank you for contacting Sif. This letter provides basic information about access to the Sif yards and conditions for photography and recordings. In this letter, 'You' or 'you' means your company, its affiliates, its and their personnel, affiliates and advisors as you are responsible to ensure compliance with the below for such parties.

2. General information on access to Sif

Before visiting our yard, please read the attached house rules carefully. The house rules contain important notes for your safety, security and privacy. If you intend to visit our Maasvlakte 2 yard, please note that you will access a special customs and security area. We ask that you fill out the compulsory International Ship and Port facility Security application form on <https://sif-group.com/en/contact/access-maasvlakte> at least a day before your visit.

3. Conditions for photography and recordings at Sif

The following conditions apply to photography and recordings at Sif:

- i. Please inform Sif Marketing & Communications, Sanne Geurts (s.geurts@sif-group.com) one week in advance to:
 - o Inform people working at the site (employees, suppliers and others at the site) in the areas to be photographed, filmed or otherwise recorded; and
 - o Organize a guide: you will always need to be accompanied by a Sif employee.
- ii. Without prior written approval from me you are not allowed to photograph or record:
 - o Any product that shows a company's or project's name or can be directly linked thereto; and
 - o Any other product (monopiles, transition pieces, etc.), half-finished product or supplies for our clients; and
 - o Any document; and
 - o Any machine, equipment, tool, vessel, installation or work method; and
 - o Any area not designated by your Sif guide; and
 - o Any person outside of the designated areas.
- iii. You are hereby made aware that access to Sif's yard gives access to confidential information. This information among others relates to the business, market, competition, strategy and operations of Sif, its clients, affiliates and suppliers. You shall not disclose any information gathered at Sif to anyone outside of Sif for ten years after your visit, unless you can prove such information was already common knowledge.
- iv. You shall not apply for or register any intellectual or industrial property right on the basis of information gained at Sif. Any intellectual or industrial property right gained by non-compliance is hereby irrevocably vested and transferred to Sif.



Sif

**OFFSHORE
FOUNDATIONS**

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- v. Please provide the photographs or recordings for Sif's prior written approval by Sanne Geurts before publication. We need three business days to check the details of the photographs and recordings. Only after our written confirmation you will be allowed to publicize. If Sif rejects publication, you shall return or destroy all photographs, recordings and other information gathered at Sif, at Sif's discretion.
- vi. Sif will be provided with a digital copy of the publicized photo(s) or recording(s) in native format and will be allowed to publicize this information, among others on its websites and/or social media channels.

Sif is entitled to remove you of its yard in case you jeopardize the safety or security at the yard, do not follow Sif's instructions or violate the above conditions.

One week before your visit, could you please provide a statement to Sif Marketing & Communication containing:

- The day on which you like to photograph or record; and
- A description of what you like to photograph or record; and
- What you aim to portray with those photographs/records; and
- Which publication medium you will use for these photographs or records.

If agreed, Sif Marketing & Communications will then provide you with an access letter which you need to bring along to the Sif yard on the day of access. This letter will also exhaustively include what you are allowed to photograph or record in deviation of the conditions laid down under 3.

4. Acknowledgement of importance to comply with this letter; please return a countersigned copy to Sif

Any breach of the conditions in this letter might cause irreparable damage to Sif, its clients, affiliates or suppliers. Due to the nature of Sif's business, the (financial) impact of a breach of compliance with this letter is easily expected to exceed a million euro. You shall therefore hold Sif harmless for any consequences as a result of non-compliance with this letter. Sif will additionally be entitled to claim a penalty of EUR 50,000.= per calendar day if you fail to comply with any respect of the conditions under this letter. This penalty will become due automatically on the day of the breach of compliance. This is governed by Dutch law at the Roermond district court.

Please sign this letter and return to Sif Marketing & Communication, Sanne Geurts (s.geurts@sif-group.com).

We will contact you to make all necessary arrangements and to provide a letter that provides access to Sif.

If you have any questions, please do not hesitate to contact us.

Kind regards,

Read and agreed:

Date:

Date:



Sanne Geurts
Manager Marketing & Communications
Sif Netherlands b.v.

Name:
Position:
Company name: