
CONTENTS

| | |
|-------------------------------|-----|
| BRAND IDENTITY | 5 |
| VISUAL IDENTITY | 8 |
| Logo | 8 |
| Colour | 17 |
| Typography | 24 |
| Icons | 26 |
| Programme logos | 27 |
| REAL ESTATE | 28 |
| House style characteristics | 28 |
| Customer Guiding System | 36 |
| Partnership signage | 50 |
| EV charging | 55 |
| A1 frames | 58 |
| STATIONARY | 60 |
| Digital stationary | 60 |
| Printed stationary | 62 |
| COMMUNICATIONS | 67 |
| Guidelines | 67 |
| Tools | 76 |
| Q-Park Terminology | 78 |
| Marketing Communications Code | 93 |
| Tone of voice | 94 |
| Punctuation | 95 |
| PUBLIC RELATIONS | 96 |
| Press / Media protocol | 96 |
| Guidelines | 98 |
| PHOTOGRAPHY | 102 |
| APPENDICES | 120 |
| GLOSSARY | 125 |

Consent form employees

Please adapt/adopt the copy according to country specific needs and place it in a relevant Q-Park template.

Concept text

Subject: Consent to use portrait visuals

Dear colleague,

Q-Park likes to use visuals of employees, taken while working for Q-Park, in its promotional material.

By means of this agreement, we are asking you to explicitly give your consent for this. If you agree to the conditions stated in this letter, we kindly request you to enter your details and sign the letter for approval, and then to return it to the Marketing Department. Remember to keep a copy for yourself.

Q-Park <The Netherlands>, with offices at <address, postal code and city>, further referred to as 'Q-Park', and <first and last name>, further referred to as 'employee' agree the following:

Employee consents to the agreed pose category and/or working environment:

- | Yes/No: Portrait
- | Yes/No: Working environment (office and/or Q-Park Control Room)
- | Yes/No: Parking facility

Employee contact details:

- | Location (office/parking/other):
- | Position within Q-Park
- | Q-Park telephone number
- | Q-Park e-mail address

Parties have agreed as follows:

Clause 1

Employee agrees that the visuals may be used for Q-Park's promotional purposes in material such as, but not limited to, internal communications, intranet, Q-Park website, and external communication means

such as posters, flyers, stock images etc. For its own promotional purposes, Q-Park is permitted to share visuals of the employee with third parties.

Clause 2

Q-Park is expressly forbidden to use, or have used, visuals, or parts thereof, for creating images that detract from the original subject or design of the assignment, or that may cause damage to the intentions, integrity and/or privacy of the employee or Q-Park.

Clause 3

Q-Park will not divulge information to third parties that may infringe the employee's privacy, such as personal details, unless the employee has given prior consent to do so.

We trust we have set out our agreements clearly. Should you have any questions concerning this agreement, please contact the Marketing Department.

Kind regards,
<Q-Park company name>
<Name of Marketing Manager>

Signature:

Date:

<Employee name>
<Employee position>

Signature:

Date:

Consent form text for the public

Please adapt/adopt the copy according to country specific needs and place it in a relevant Q-Park template.

Concept text

Thank you for participating in our photo shoot.

We kindly request you to enter your name and contact details and sign this consent form. By doing this you

agree that we may use the photos on our website or in other expressions and marketing materials. Thank you for your cooperation.

Person portrayed (or legal representative if under 18)

Signature:

Model contract Q-Park <country>

Date:

Contact details Q-Park:

Organisation / contracting party:

Q-Park contact person:

Photographer:

Advertising agency:

Contact person:

Telephone:

E-mail:

Contact details of person portrayed:

Name:

Address:

Postcode:

Town:

Telephone:

E-mail:

Bank account number (IBAN):

The person portrayed waives any portrait rights as stated in <country copyright law>. Q-Park <country company name> pays a one-off fee of € xxx for these rights.

The person portrayed expressly consents to Q-Park's unlimited use of his/her photographs in public places including but not limited to: Q-Park websites, communications via social media and other means.

Signatures

Q-Park representative

Signature:

Date: