

# PRIVACY POLICY

### Last Updated: Feb 27, 2018

Enlighted Inc. is committed to customer privacy. This Privacy Policy communicates our customer information gathering and dissemination practices. This Privacy Policy also describes the choices available to you regarding the use of, your access to, and how to update and correct your personal information. We reserve the right to change our Privacy Policy at any time and will provide notification of changes by posting the revised Privacy Policy on our website www.enlightedinc.com. The use of information collected through our service shall be limited to the purpose of providing the service for which the Client has engaged Enlighted Inc.

This privacy policy covers the site www.enlightedinc.com.

#### When Is Information Collected

When registering to receive more information, registering for demos or contacting support and sales, we ask users to give us personal information, such as their name, company name, title, address, phone number, and e-mail address. We may transfer personal information to companies that help us provide our service.

We may also track and analyze non-identifying and aggregate usage and volume statistical information from our visitors and customers.

#### How the Collected Information Is Used

Enlighted uses the information that we collect to set up the Online Service for individuals and their organizations. We may also use the information to contact customers to further discuss customer interest in our company, the Online Service that we provide, and updates and enhancements made to it, as well as to send information regarding our company's or our partners' offerings, such as promotions and events. We also use this information to administer our website. Customer email addresses and any personal customer information will not be distributed or shared with third parties except for the purposes described above.

We use anonymous information about your interaction with our service platform for analytical purposes only. This is done by viewing only aggregated data to help us understand how our services are used.

Please also see Cookies and Other Tracking Technology section.

### Correcting and Updating Your Personal Information

If you would like to request to have your personal information modified or deleted and discontinued from use, please see the Contact Us section of this privacy policy. We will respond to your request within a reasonable time frame.

We have testimonials on our site, community and/or social media for which the individuals have given permission for us to post their personal information. If you wish to update or delete your testimonial, you can reach us as listed under Contact Us section of this policy.

We also have Live Chat and Screen Sharing support tools which are managed by a third party application that may require you to register to post a comment. We do not have access or control of the information posted to the Chat. You will need to contact or login into the third party application if you want the personal information that was posted to the comments section removed. To learn how the third party application uses your information, please review their privacy policy.

You may choose to stop receiving our newsletter or marketing emails by following the unsubscribe instructions included in these emails or by contacting us as described in this privacy policy.

### Data Retention

We will retain your information for as long as needed to provide you services. If you wish to cancel your account or request that we no longer use your information to provide you services, please see the Contact Us section of this privacy policy. We will retain and use your information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

We will retain personal data we process on behalf of our Customer for as long as needed to provide services to our Customer. Enlighted will retain this personal information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

### Community and Social Media

Enlighted maintains Social Media presence on sites such as Facebook, LinkedIn and others. Any information you share there can be managed by your privacy settings on the respective Social Media site. Please review the privacy policies on these social media sites. We may use relevant content from you where you have given us permission. If you wish to update or delete such published information by us, please see the Contact Us section of this privacy policy.

# Links to Other Sites

This Web site contains links to other sites that are not owned or controlled by Enlighted. Please be aware that we, Enlighted, are not responsible for the privacy practices of such other sites.

We encourage you to be aware that when you leave our site you are subject to the privacy practices of those destination sites; we encourage you to read the privacy statements of each and every Web site that collects personolly identifiable information.

This privacy statement applies only to information collected by this Web site and service platform.

### Security

The security of your personal information is important to us. We use TLS encryption on our web pages. We follow generally accepted industry standards to protect the personal information submitted to us, both during transmission and once we receive it. No method of transmission over the Internet or method of electronic storage is 100% secure, however. Therefore, while we strive to use commercially acceptable means to protect your personal information, we cannot guarantee its absolute security.

# Cookies and Other Tracking Technologies

Technologies such as: cookies, beacons, tags, scripts, and other similar technologies are used by Enlighted and our marketing and analytics partners. These technologies are used in analyzing trends, administering the site, tracking users' movements around the site and to gather demographic information about our user base as a whole We may receive reports based on the use of these technologies by these companies on an individual as well as aggregated basis. Our cookies are not linked to personal information. To manage Flash cookies, please click here: http://www.macromedia.com/support/documentation/en/flashplayer/help/settings\_manager07.html.

Users can control the use of cookies at the individual browser level. If you reject cookies, you may still use our site, but your ability to use some features or areas of our site may be limited.

As is true of most web sites, we gather certain information automatically and store it in log files. This information may include internet protocol (IP) addresses, browser type, internet service provider (ISP), referring/exit pages, operating system, date/time stamp, and/or clickstream data. We do not link this automatically collected data to other information we collect about you.

Our Web site includes Social Media Features, such as the Facebook Like button and Widgets, and the Share this button or interactive miniprograms that run on our site. These Features may collect your IP address, which page you are visiting on our site, and may set a cookie to enable the Feature to function properly. Social Media Features and Widgets are either hosted by a third party or hosted directly on our Site. Your interactions with these Features are governed by the privacy policy of the company providing it.

We partner with a third party to either display advertising on our Web site or to manage our advertising on other sites. Our third party partner may use technologies such as cookies to gather information about your activities on this site and other sites in order to provide you advertising based upon your browsing activities and interests. If you wish to not have this information used for the purpose of serving you interest-based ads, you may opt-out by clicking here (or if located in the European Union click here) Please note this does not opt you out of being served ads. You will continue to receive generic ads.

# Disclosure of Information

The Company does not share, sell, rent, or trade PII with third parties for their promotional purposes.

We may disclose the information we receive:

- as required by law, such as to comply with a subpoena, or similar legal process
- when we believe in good foith that disclosure is necessary to protect our rights, protect your safety or the safety of others, investigate fraud, or respond to a government request,
- if Enlighted is involved in a merger, acquisition, or sale of all or a portion of its assets, you will be notified via email and/or a prominent notice on our Web site of any change in ownership or uses of your personal information, as well as any choices you may have regarding your personal information.

We may also provide your personal information to companies that provide services to help us with our business activities such as sending you emails or offering you the blog section. These companies are authorized to use your personal information only as necessary to provide these services to us.

# Changes in this Privacy Statement

If we decide to change our privacy policy, we will post those changes to this privacy statement, the homepage, and other places we deem appropriate so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it.

We reserve the right to modify this privacy statement at any time, so please review it frequently. If we make material changes to this policy, we will notify you here, by email, or by means of a notice on our home page prior to the changes taking effect.

# Contact Us

Questions regarding Enlighted Privacy Policy or the practices of our website should be directed to privacy@enlightedinc.com or by regular mail addressed to:

Enlightened, Inc. Attn: Privacy 930 Benecia Ave. Sunnyvale, CA 94085