



UNIVERSAL PRIVACY POLICY
EFFECTIVE DATE: OCTOBER 27, 2024

MyIntelliSource, Inc. understands your privacy is important to you and we take it seriously. This Privacy Policy describes how we collect, handle, and use your personal information in relation to MyIntelliSource web sites, applications, products, services, events and experiences that reference this Privacy Policy (collectively, “ MyIntelliSource Offerings”).

1. Scope.

- A) This Privacy Policy applies generally to the myintellisource.com web site and other related web sites where this Privacy Policy appears in the footer of the page and in our other MyIntelliSource Offerings where a link or reference to our Privacy Policy appears in the “About” section. Some MyIntelliSource Offerings may be governed by separate privacy policies. The Privacy Policy that appears either in the footer of our domains or subdomains or in the “About” section of our other MyIntelliSource Offerings is the Privacy Policy that applies to the specific MyIntelliSource Offering.
- B) By using MyIntelliSource Offerings, you expressly consent to our collection, storage, use, and disclosure of your personal information as described in this Privacy Policy. The Privacy Policy is effective as of the date listed above.

2. How Secure Is Information About Me.

- A) We work to protect the security of your personal information during transmission by using encryption protocols and software.
- B) We follow the Payment Card Industry Data Security Standard (PCI-DSS) when handling your credit card or debit card data.
- C) We maintain physical, electronic, and procedural safeguards in connection with the collection, storage, and disclosure of your personal information. Our security procedures mean that we may ask to verify your identity before we disclose your personal information to you.
- D) MyIntelliSource Offerings offer security features to protect them against unauthorized access and loss of data. You can control some of these features and configure them based on your needs.
- E) It is important for you to protect against unauthorized access to your password and to your computers, devices, and applications. We recommend using a unique password for your MyIntelliSource Account that is not used for other online accounts. When using a shared computer, be sure to sign off and exit the web browser application.

3. What Information Can You Access?

- A) You can access your personal information when you login to a MyIntelliSource Offering. Examples of the information you can access are as follows:
 - I. Personally identifiable information, including name, address, phone, email address, and, password, account settings.
 - II. Payment information.
 - III. Logs of your use of MyIntelliSource Offerings.
 - IV. Other information specific to a MyIntelliSource Offering.

4. What Information Do We Gather About You?

- A) Browsing MyIntelliSource Offerings Anonymously.
 - I. You may browse MyIntelliSource Offerings without telling us who you are or revealing any personal information about yourself. Upon giving us any personal information, you are no longer anonymous to us. If you choose to provide us with your personal information, you consent to the transfer and storage of that information on MyIntelliSource's Server Cloud.
- B) Information You Give Us.
 - I. We receive and store any information you enter or give us in any other method. You may choose not to provide certain information, but then you might not be able to take advantage of the features of the MyIntelliSource Offerings. We use the information you provide for such purposes as
 - a) providing our services,
 - b) responding to your requests,
 - c) resolving disputes,
 - d) troubleshooting problems,
 - e) improving MyIntelliSource Offerings,
 - f) detecting fraud and abuse in order to protect the security of the MyIntelliSource Offerings and our customers,
 - g) complying with legal obligations,
 - h) and, in general, communicating with you.
- C) Automatic Information.
 - I. We receive and store certain types of information whenever you interact with MyIntelliSource Offerings. For example, like many web sites, we use "cookies" and we obtain certain types of information when your web browser accesses our web sites or advertisements and/or other content served by or on behalf of our company on other web sites
- D) Collection Of Location Data.
 - I. Some of MyIntelliSource's Offerings collect GPS location data in the background as a feature of the service's operations. This GPS location data may be used in computing

distance (MyIntelliTrack) or for recording your precise location as part of a transactional event (MyIntelliSchedule [formerly MyIntelliClock]). GPS location data may be shared with the primary user account of the specified service (in the case you are a secondary account user with the primary user account) and in accordance with Section 6.

E) Email Communications.

- I. To help us make emails more useful and interesting, we might receive a confirmation when you open emails from our company if your computer supports such capabilities. We also compare our customer list to lists received from other companies in an effort to avoid sending unnecessary messages to our customers.

F) Information From Other Sources.

- I. If we receive or solicit information about you from other sources, we may add it to your account information.

5. Use Of "Cookies" By Us In Gathering Information About You.

- A) "Cookies" are alphanumeric identifiers that we transfer to your computer's hard drive through your web browser to enable our systems to recognize your browser and to provide features such as analyze and assist in web page flow, customize our services, content, and advertising, and promote safety and trust between visits to our web sites. In general, most of the "cookies" we use are "session cookies", meaning they are automatically deleted from your hard drive when one of the following events occurs: 1) you exit your web browser program or 2) sixty (60) minutes have passed since your last activity on one of our web sites.
- B) You are free to decline our "cookies" if your web browser permits, but doing so effectively prevents you from using our web sites and their features due to performance and security reasons.
- C) You may encounter "cookies" from third parties on certain pages of sites that we do not control (for example, you click a link to our Facebook or Twitter pages). If you wish, you may decline "cookies" from third party sites linked to our web sites without adversely affecting your use of our web sites, but doing so may affect your ability to use the linked third party's web site.

6. Do We Share The Information We Gather About You To Other Parties?

- A) In general, as corporate policy and to protect your privacy, we do not share information with anyone else except under subpoena by a court of law or where required by federal, state, and/or local law with the following exceptions:
 - I. Third Party Service Providers.
 - a) We employ other companies and individuals to perform functions on our behalf, such as credit card processing, content providing, fulfilling purchases of services, sending postal mail and email, analyzing data, providing marketing assistance, and providing search results and links (including paid listings and links). They have limited access to personal information needed to perform their functions, but may not use it for any other purposes.
 - II. Joint Ventures.

- a) As we continue to develop our business, we might enter into joint ventures with other business entities. In such transactions, customer information may be shared as a business asset to the venture. However, in any such arrangement, we will require that the joint venture follow this or a Privacy Policy that is the same or more restrictive with respect to your personal information and that only the joint venture be able to use the information; we will require that the other parties not be able to solicit you unless you request their services separate from the joint venture.

III. Business Transfers.

- a) As we continue to develop our business, we might sell or buy subsidiaries and/or business units. In such transactions, customer information generally is one of the transferred business assets, but remains subject to the promises made in any pre-existing privacy notice (unless, of course, the customer consents otherwise). Also, in the unlikely event that MyIntelliSource, Inc. or substantially all of its assets are acquired, we will require that the new combined entity follow a Privacy Policy that is the same or more restrictive with respect to your personal information. If your personal information will be used contrary to the same degree of protection as this Privacy Policy, you will receive prior notice.

IV. Law Enforcement And/Or Other Government Entities.

- a) We will share your personal information in response to a verified written request accompanied by a subpoena issued by a court of law to a criminal investigation or alleged illegal activity or where required by federal, state, and/or local laws, with the exception being where we believe one or more persons are in imminent danger. For non-imminent danger requests, we will disclose the information ordered in the subpoena that is relevant to the investigation or where required by federal, state, or local laws, such as name, address, city, state or province, country, zip code, telephone number, email address, ip address, purchase, and/or any other requested history. In the event we believe one or more persons are in imminent danger, we will explicitly initiate contact with law enforcement and/or responsible government agencies and the targeted parties in order to reduce the chance of a future detrimental crime from occurring.

V. Sharing Of Information With Your Consent.

- a) Other than as set out in Section 4.A.I Section 4.A.II, Section 4.A.III, and Section 4.A.IV, you will receive notice when information about you might go to third parties, and you will have the opportunity to choose not to share the information.
- B) Information about our customers is an important part of our business, and we are not and never will be in the business of selling it to others. We share customer information only as described in Section 4.A, with no exceptions.

7. What About Information Given To Third Party Links To Other Web Sites?

- A) Our web sites include third party links to other web sites. We do not provide any personally identifiable customer information to these third party web sites (although you may be required to register or login to view the third party sites' content).
- B) These third party web sites may use "cookies", JavaScript, "web beacons" (also known as action tags or single-pixel gifs), and other technologies to measure the effectiveness of their

ads and to personalize advertising content. We do not have access to or control over these "cookies" or other features that they may use, and the information practices of these advertisers and third party web sites are not covered by this Privacy Policy. Please contact them directly for more information about their privacy policies. In addition, the Network Advertising Initiative, located online at <http://www.networkadvertising.org/>, offers useful information about internet advertising companies (also called "ad networks" or "network advertisers"), including information about how to opt-out of their information collection.

8. What Choices Do You Have In Sharing Your Personal Information?

- A) As discussed in Section 2.B and Section 3.B, you may always choose not to provide information, but doing so may limit your access to the services we provide or prevent you from taking advantage of certain features on our web sites.
- B) The "Help" portion of the toolbar on most web browsers will tell you how to prevent your browser from accepting new "cookies", how to have the browser notify you when you receive a new "cookie", or how to disable "cookies" altogether. Additionally, you can disable or delete similar data used by browser add-ons, such as Flash "cookies", by changing the add-on's settings or visiting the web site of the manufacturer. However, because "cookies" are essential in facilitating and easing use, enriching your experience, and securing our web sites, preventing "cookies" from our web sites or disabling "cookies" altogether will essentially prevent you from interacting with both our web sites and possibly other web portals. For this reason, we recommend that you leave "cookies" enabled.

9. Are Minor Children Allowed To Use The Company's Services?

- A) Because minor children under the age of eighteen (18) are not allowed to enter contractual agreements normally under federal and most state laws, we do not directly enter into business transactions with minors without parental or guardian permission. However, we do sell services we develop that are safe for minors to use on third party distributors such as iTunes, the App Store, Google Play, and/or Amazon and their user agreements may allow it.

10. Conditions Of Use, Notices, And Revisions.

- A) If you choose to use MyIntelliSource Offerings, your use and any dispute over privacy is subject to this notice and our Universal User Agreement, including limitations on damages, resolution of disputes, and application of the laws of the United States and the State of Tennessee. If you have any concern about privacy with us, please contact us with a thorough description, and we will try to resolve it. Our business changes constantly, and our privacy notice and user agreement will change also. We may periodically email reminders of our notices and conditions, but we also recommend that you frequently check our web sites to see recent changes. Unless stated otherwise, our current Privacy Policy applies to all information that we have about you and your account. We stand behind the promises we make and will never materially change our policies and practices to make them less protective of customer information collected in the past without the consent of affected customers.