

GoDocSign.us (" GoDocSign", "we", or "us") acknowledges the relevance of privacy. We desire you to feel confident using our services, and this personal privacy notification (" Privacy Notice" or "Notice") is to help you understand and also explain just how we collect, utilize, as well as reveal your info.

This Notification describes the following:

- What details we accumulate as well as how it is collected;
- How we make use of the information;
- With whom we might share information;
- Legal basis for processing the information;
- Your rights as well as choices;
- Protection as well as storage of the information;
- Third-party web sites;
- Customers outside the USA;
- CCPA Conformity;
- Adjustments to the Notice; and also
- Getting in touch with GoDocSign.

Throughout this document, we will certainly use a couple of terms to define various items as well as functions. All of the text, data, information, software application, graphics, photos and even more that we and our associates may provide to you, plus our internet sites as well as any services, plug-ins, software program, or applications (consisting of GoDocSign Click, GoDocSign for Chrome, GoDocSign for Firefox, and any kind of GoDocSign applications) that we may provide completely make up the GoDocSign "Web site." GoDocSign "Users" are individuals that have actually created a GoDocSign account, and "GoDocSign Invitees" are people who have actually arranged a conference with a GoDocSign Individual yet might or may not have actually signed up with GoDocSign. A GoDocSign "Customer" is an individual who goes to the GoDocSign Website but may or might not be a GoDocSign Individual or GoDocSign Guest.

Any type of terms defined in the Regards to Use, End User Permit Contract, as well as Data Processing Addendum and not or else specified in this Personal privacy Notice are thus adopted by referral in this Personal privacy Notice.

Info We Gather

We collect info concerning you directly from you as well as instantly through your use our Site. We may combine details automatically collected with various other details that we have actually gathered concerning you including from publicly available sources.

In order to help you safeguard on your own as well as your information, we motivate you to offer just that details that is essential for utilizing our Internet site. As an example, to arrange a conference you might only need to provide us with a name, e-mail

address, date, as well as time.

GoDocSign is not routed to youngsters under thirteen (13) years old and also we do not purposefully collect Personal Details from youngsters under 13. If we find that a child under 16 has provided us with Personal Info, we will without delay erase such Personal Information from our systems.

Info You Provide Willingly

GoDocSign accumulates the adhering to information, either directly from GoDocSign Users, Invitees, or Visitors, or via third-parties regarding Customers, Guests, or Visitors.

- Consultation Details. A GoDocSign Individual, Guest, or a third-party might voluntarily offer us specific details. This can consist of names, e-mail addresses, and also contact number; e-mail addresses of other individuals; the subject of the meeting; as well as any other info given to us or as called for by the GoDocSign Individual upon scheduling, pursuant to the GoDocSign Terms of Use. If you obtain an invitation from a GoDocSign Customer however do not desire to end up being a GoDocSign Customer, please speak to the GoDocSign User that sent the invite with other means to establish your meeting.
- Schedule Info. A GoDocSign Individual may connect their calendar with GoDocSign. Our calendar integration only examines the period and also free/busy status of the events in your calendar to make sure that we do not book you when you're hectic. We never store that you are meeting with, their email address, the conference title, or any other details regarding the visits in your linked schedule.
- Payment Details. If you buy a premium version of GoDocSign, our third-party settlement processors will gather and keep your payment address and also charge card info. We store the last four numbers of your charge card number, card type, as well as the expiry date.

Info Collected Instantly

Like several websites, we and also our Expert make use of Cookies, internet beacons, as well as other innovations to get and keep certain kinds of information when you connect with us via your computer system or mobile phone subject to your opt-out preferences (see Your Civil liberties as well as Selections area listed below). Using these modern technologies helps us personalize your experience with our Website, boost your experience, as well as tailor advertising and marketing messages. Below are several of the sorts of info we collect:

- Log & Tool data. When you make use of GoDocSign, our web servers automatically record details (" log data"), including information that your web browser sends whenever you see our Internet site. This log data may include the internet address you originated from or are going to, your tool design, operating system, internet browser kind,

distinct device identifier, IP address, mobile network provider, and also time zone or place. Whether we accumulate some or every one of this information often depends on what type of gadget you're using and its setups. For instance, various sorts of info are offered relying on whether you're using a Mac or COMPUTER, or an iPhone or an Android phone. To learn more concerning what information your tool offers to us, please examine the policies of your device manufacturer or software program carrier.

- Cookie data. Depending upon how you're accessing our solutions and also based on your opt-out preferences, we might utilize "Cookies" (a tiny text file sent by your computer each time you visit our Internet site, unique to your GoDocSign account or your internet browser) or similar modern technologies to tape-record log information. When we use Cookies, we might utilize 'session' Cookies (that last till you shut your web browser) or 'consistent' Cookies (that last till you or your browser erases them). For instance, we may use Cookies to keep you logged into GoDocSign. Several of the Cookies we utilize are associated with your GoDocSign account (including individual info concerning you, such as the e-mail address you gave us), and various other Cookies are not.

- Various Other Website Analytics Services. Subject to your opt-out preferences (see 'Your Rights and also Choices' listed below), we make use of third-party Company such as Google Analytics to provide particular analytics and also Visitor interactions services to GoDocSign in connection with our operation of our Website, including the collection and also monitoring of particular data and information pertaining to the attributes and also activities of visitors to GoDocSign. You might opt-out of relevant cookies making use of opt-out attributes on their respective websites.

Exactly how We Utilize Your Information

We might use details that we accumulate about you, including Personal Data, to:

- Supply the GoDocSign Solution. We will utilize your information to supply our Website to you; including promoting organizing; managing your account; replying to your queries; and for various other customer service and also support purposes. We utilize the settlement information you provide to us in order to inform you of past, current, as well as upcoming fees, to permit us to provide the invoicing background to you on your invoicing web page in the Web site, and also to perform internal monetary procedures, such as looking at the standing of a credit card fee. In case of a bank card disagreement, we also share account details with your financial institution to verify the authenticity of a charge.

- Understand and improve our products. We will perform research and analysis concerning your use of, or interest in, our products, solutions, or content, or items, services or material offered by others. We do this to assist make our products better and to establish new items.
- Connect with you.
- Service associated communications. We may send you service and administrative e-mails to ensure the service is working correctly. We will certainly likewise email you concerning your schedule appointments. These messages are thought about part of the service and you might not pull out of these messages.
- Promotional. Subject to your opt-out preference, we may send you e-mails about new product attributes or other news regarding GoDocSign or on topics we assume would be relevant to you. You may opt out of getting these interactions at any time. Go to the 'Your Rights as well as Selections' section below. For GoDocSign Invitees, please be guaranteed that we do not utilize the email addresses that you go into to arrange a conference with a GoDocSign Individual to send any kind of sort of straight advertising.
- Reacting to your requests. We will certainly additionally utilize your information to respond to your questions or comments.
- Administrative. We might contact you to educate you regarding adjustments in your services, our solution offering as well as other essential service-related notices, such as adjustments to the Notice or about protection or fraud notifications.
- Protecting Civil Liberties and also Interests. We will utilize your information to secure our rights as well as passions as well as the civil liberties and also passions of our Individuals and also any other individual, along with to implement this Notice or our Regards To Usage.
- Legal Compliance. We might use your details to comply with applicable lawful or governing commitments, consisting of following demands from police or various other governmental authorities, or in legal procedures involving GoDocSign.
- Other. We additionally may utilize your information to manage our business or do features as otherwise defined to you at the time of collection based on your permission.

With Whom We Might Share Your Information

We do not market your info to any kind of third parties or disclose it in exchange for cash or other important factor to consider. We do not share your Personal Information with others except as shown within this Notice, or when we inform you and also provide you an opportunity to opt-out of having your Personal Information shared.

We will never utilize Invitee data to send out direct marketing via e-mails, SMS, physical mailings, or various other comparable communication channels to advertise or promote the use of our product and services or those of a third-party.

We may share details we gather concerning you, including Personal Data, in the following means:

- With third-party Expert, agents, service providers, or federal government entities.

We utilize various other business, agents or service providers ("Company") to do solutions on our behalf or to aid us with supplying solutions to you:

We may involve Service Providers to refine charge card purchases or other payment methods. We might also involve Service Providers to provide solutions such as surveillance and also establishing GoDocSign services; helping in interactions, framework, and IT services; customer support; financial obligation collection; evaluating and enhancing data. These Expert may have access to your individual or various other information in order to give these functions. On top of that, some of the above-listed kinds of info that we request may be gathered by third-party Service Providers on our part.

We may share details with Company as well as government entities for lawful, protection, as well as safety objectives. This consists of sharing info in order to enforce plans or agreements, address protection violations, and aid in the examination of fraudulence, safety and security issues, or other problems.

We call for Expert to consent to take reasonable steps to maintain the Personal Information that we provide to them safeguard. We do not accredit them to use or reveal your Personal Information except about giving their solutions.

- **Affiliates.**

We might disclose details to existing or future associates or subsidiaries for research, advertising, and other objectives consistent with this Privacy Notification.

We may share your data **if** our company believe that disclosure is fairly required to abide by a law, guideline, lawful, or governmental request; to react to a subpoena, court order, warrant, or various other legal process; to implement relevant Terms of Use or this Notice, consisting of examination of prospective infractions thereof; to protect the security, legal rights, or residential or commercial property of the public, anyone, or GoDocSign; to discover, avoid, or otherwise address, protection or technical issues, illegal, or presumed unlawful activities (consisting of scams); or as proof in litigation in which we are entailed, as part of a judicial or

regulative case.

If you are utilizing GoDocSign as a paid participant of an organization or utilizing your organization's e-mail domain name (consequently representing yourself as a member of the company), we may share your e-mail address as well as plan details with an accredited representative of your firm upon request in order for them to carry out the account for the firm.

Your Legal rights and also Selections

- Account. In order to keep your Personal Information accurate and total, you can log in to examine and upgrade your account details, including contact and also billing info, through your account settings page. You might likewise contact us to request information concerning the personal information we have gathered from you and to ask for the adjustment, alteration or removal of such Personal Information. We will certainly do our finest to recognize your demands subject to any type of lawful and legal responsibilities. If you want to make a demand, terminate your account or demand we remove or no more use your account details to give you our Web site, contact us at support@GoDocSign.us or the address stated at the end of this Notice.

Subject to appropriate regulation, we will certainly keep and also use your account info just as required to follow our legal obligations, settle conflicts, as well as impose our contracts.

- Email. As defined above, if you do not wish to receive promotional e-mails from us, you may pull out at any time by following the opt-out web link contained in the e-mail itself. Please keep in mind that it might take up to ten (10) days to refine your demand. Please additionally note that if you opt out of receiving marketing communications from us, we might continue to send out to you service-related emails which are not readily available for opt-out. If you do not want to get any service-related emails from us, you have the choice to erase your account.

- Cookies. You might likewise avoid giving or may withdraw your approval for Cookies through your browser settings and via restricted opt-out features within GoDocSign. Your web browser's help function need to consist of instructions on just how to establish your computer to accept all Cookies, to inform you when a Cookie is provided, or to not get Cookies any time. Please remember that Cookies are required to authenticate GoDocSign Users in addition to execute some activities within GoDocSign (such as to spend for an event as a Guest through GoDocSign), so in order to use the Site, Cookies are usually called for.

- Third Party Analytics Services. A few of the services used provide the capability to opt-out.

You might opt out of Google Analytics' services using the Opt-Out

feature on their site. The Google Analytics solution is offered by Google Inc. You can opt-out from Google Analytics service from using your details by mounting the Google Analytics Opt-out Web browser tool: <https://tools.google.com/dlpage/gaoptout>. For even more details on the privacy practices of Google, please see the Google Privacy & Terms web page: <https://www.google.com/policies/privacy>.

You may opt out of Clearbit's solutions using their opt-out attribute: <https://claim.clearbit.com/claim>. To learn more on the privacy practices of Clearbit, please visit their privacy policy: <https://clearbit.com/privacy>.

You may pull out of Facebook Pixel's services utilizing their opt-out function: <https://www.facebook.com/help/568137493302217>. For more information on the personal privacy practices of Facebook, please see their Data Policy: <https://www.facebook.com/about/privacy>.

- Extra Legal rights. Subject to local regulation, you might have extra rights under the laws of your territory concerning your individual data, such as the right to complain to your neighborhood data security authority.

Safety and security and also Storage Space of Details

We have actually taken sensible steps to assist shield the personal info we accumulate. More info on GoDocSign protection as well as storage space practices is readily available below:

<https://GoDocSign.us/privacy> GoDocSign takes the safety of your personal information very seriously. We strive to shield the personal data that you supply from loss, abuse, and also unapproved access, or disclosure. Given the nature of interactions and information processing innovation, there is no guarantee that individual data will certainly be definitely risk-free from access, change, or destruction by a breach of any of our physical, technological, and supervisory safeguards.

Please see our safety and also privacy web page for added information about our safety standards: <https://GoDocSign.us/privacy>.

You need to take steps to safeguard against unapproved accessibility to your device as well as account by, among other things, selecting an one-of-a-kind and also complex password that no one else recognizes or can easily presume as well as maintaining your log-in as well as password exclusive. We are exempt for any kind of shed, swiped, or endangered passwords or for any task on your account by means of unapproved password task.

We retain the personal data we gather for so long as is fairly necessary to meet the functions for which the information was collected, to perform our contractual as well as legal commitments, as well as for any type of applicable law of restrictions periods for the functions of bringing and safeguarding insurance claims.