

IPConfigure, Inc. | Privacy Policy

PRIVACY POLICY

IPConfigure, Inc., (“IPCO,” “our,” “we” or “us”) recognizes and respects your privacy and is committed to maintaining the privacy and confidentiality of the personal information collected. We encourage you to read this Privacy Policy so that you understand our commitment to you and your privacy, and how you can participate in that commitment.

Scope and Your Consent to Our Use of Your Information

This Privacy Policy applies to personal information and other information collected by IPCO or its service providers from or about: (i) visitors to, or users of, IPCO Websites; (ii) prospective and current customers using IPCO information technology services (the “Services”); and (iii) users of any mobile-device applications that it offers (such as its iOS and Android applications).

Types of Information

When we refer to “Personal Information”, we mean any information that can identify you. It includes information or an opinion from which you are reasonably identifiable. In some jurisdictions, Personal Information includes information that identifies a legal entity, such as company name. We describe the Personal Information that we collect in more detail below. We may also collect information that is related to you but that does not personally identify you (“Non-personal Information”). Non-personal Information also includes information that could personally identify you in its original form, but that we have modified (for instance, by aggregating, anonymizing or de-identifying such information) in order to remove or hide any Personal Information.

When we collect information about you

- Information you give us or our service providers. You may provide Personal Information when you: (i) access IPCO Websites, (ii) request, purchase and use the Services, (iii) communicate with IPCO via phone calls, chat, email, web forms, social media, “Live Chat” via our Websites, and other methods of communication, (iv) report a problem to us, (v) subscribe to IPCO marketing material, (vi) carry out a payment transaction through our Websites, (vii) register for or attend our events, or (viii) provide services to IPCO. You may use most of our websites without supplying any Personal Information. However, certain Websites or certain parts of a Website are available only if you register or have an account and obtain a password. If you contact us, we may keep a record of that correspondence.
- Information we collect about you and your device via automated means. Each time you visit an IPCO Website, or read an IPCO marketing email, we may automatically collect information about you via cookies, web beacons and other similar technologies. We automatically log the domain name of where you came from, the IP address your computer is currently using, the type of web browser that you use, Internet Service Provider (ISP), referring and exit pages, operating system, date/time stamp, and clickstream data.

- Information we receive from other sources. We work closely with third parties (for example, business partners, service providers, sub-contractors, advertising networks, analytics providers, search information providers, credit reference agencies, fraud protection services, channel partners and resellers) and may receive information about you from them.

The types of information we may collect

We may collect the following types of information:

- Personal Information that identifies you, such as your name, company name, job title, telephone numbers, fax numbers, postal addresses, email addresses, or other addresses at which you receive communications from or on behalf of IPCO. When you are expressing an interest in obtaining additional information about the Services or signing up to use the Services, IPCO requires that you provide certain Personal Information.
- Transactional information, such as information about the Services you use, and how you interact with us and the Services (for example through email, customer portal, or phone).
- Billing and payment information, such as your billing address, and payment information, including a credit card number, card security number and credit card date of expiration required to for our third party providers to process your payment.
- Optional information that you elect to provide to us, such as your company's annual revenues, number of employees, industry or similar information that helps us tailor our Services to you.
- Information collected by automated means, such as information that IPCO collects through commonly used information-gathering tools, such as cookies and web beacons. Such information includes standard information from your web browser (such as browser type and browser language), your Internet Protocol ("IP") address, and your activities on IPCO Websites (such as the web pages viewed and the links clicked, number of visits, access time, device ID or other unique identifier, domain name, screen views, language information, device name and model, and operating system type), the URL of the site from which you came and the site to which you are going when you leave IPCO Websites, your computer operating system, and mobile device operating system (if you are accessing IPCO Websites using a mobile device). The information we collect by automated means also includes information that we may collect about your use of certain Service features; the functionality of the Services; when you click on ads; your participation in research initiatives like surveys about our Services. While IPCO does not monitor or view the specific data stored by its customers who are using the Services, it is necessary for IPCO to track various parameters of transferred data (file size, etc.) to support features including, but not limited to, bandwidth monitoring and storage usage. IPCO treats such information as Non-personal Information and in accordance with its agreements it has in place with its customers.

Sensitive Information

- We will not collect or maintain, and do not want you to provide, any information regarding your medical or health condition, race or ethnic origin, political opinions, religious or philosophical beliefs or other sensitive information.
- Our websites and the Services are not designed for or directed at individuals under the age of thirteen (13) or such other age as by local law or regulation. We will not intentionally collect or maintain information about these individuals. If you believe that we may have collected Personal Information from someone under the age of 13 or from a minor as may be otherwise defined by the law of your jurisdiction, please let us know.

How we Use Information:

We use the Information you supply in the following ways:

- To register you for webinars/training.
- To create your account and assign a password.
- To ensure that content from our services are presented in the most efficient manner for you.
- To provide you with information, products or services that you request from us or which we feel may interest you, where you have consented to be contacted for such purposes.
- To carry out our obligations arising from any contracts entered into between you and us.
- To allow you to participate in interactive features, such as “Live Chat,” when you choose to do so.
- To notify you about changes to our products services.
- To take other action you request when you supply the information.
- To improve the quality and accuracy of the services we offer
- To improve our Websites, track usage patterns and make determinations about our systems.
- For such other purpose as described when you provide the information.

How We Protect Information

IPCO is committed to industry best practice when it comes to preventing loss, misuse, alteration, unauthorized access, or unlawful or unnecessary processing of the information we collect. This includes, but is not limited to, encryption of data where appropriate, access control, and monitoring for possible vulnerabilities and attacks.

Where we have given you (or where you have chosen) a user ID and password (“Credentials”) which enables you to access certain parts of our website site or our products and services, you are responsible for keeping your Credentials confidential. We ask you not to share your

Credentials with anyone. You are responsible for all uses of our products and services and access to and use of your account using your Credentials.

How we Disclose Information

We do not sell, hire, lease or rent the Personal Information we collect to anyone at this time. Unless we have your permission, are required by law, are required to do so in order to enforce or apply our terms of use and other agreements with you or are required to do so to protect the rights, property or safety of IPCO, our customers or others, we will only provide Personal Information to other IPCO affiliates, and to third parties who assist IPCO with the operation and conduct of our business, websites, products and services. Data provided to third parties is stored on systems we do not own and is provided in accordance with our policies.

In addition, we may disclose your personal information to third parties if IPCO or substantially all of its assets are acquired by a third party, in which case Information held by it about its customers and partners will be one of the transferred assets.

We may disclose information that does not identify any individual or company (e.g., anonymous, aggregated data) without restriction. For example, we may provide third parties with reports that contain aggregated and statistical data about our users.

Your Control over Information

IPCO may contact you regarding your account, product updates, or new services. If you wish to stop receiving email marketing communications from us, please click on the “unsubscribe” link at the bottom of the relevant email marketing communication or by following the instructions detailed in the communication. Please note that this may not unsubscribe you from all other communications. If you wish to opt-out completely then please contact sales@ipconfigure.com. Please note that you cannot unsubscribe from service-related messages. In accordance with industry standards and applicable laws, we reserve the right to retain your Personal Information for a reasonable amount of time so we can ensure that we do not contact you in the future.

If you would like to know what Personal Information we hold about you, to correct or delete inaccuracies, or to update the information we hold about you, or revoke consent previously granted, you may submit a request to us at sales@ipconfigure.com. We will inform you whether we have honored your request within the reasonable timeframes stipulated by law, but at least within 30 days. Please note that some requests may be subject to a reasonable fee.

To protect your privacy, we will require you to prove your identity before granting access to, or agreeing to update, correct or delete your Personal Information and we will only implement requests with respect to Personal Information about you (not anyone else).

Use of Cookies

IPCO uses cookies for your convenience to store information so you do not have to reenter your data upon each visit. Cookies and other technology are also used to monitor usage of the various features and services of our site, which over time gives us information to improve our site, and to advertise and market our products more effectively.

When you visit our websites, cookies will be placed on your computer or device. To maximize your experience and to help us understand how we can improve our site. If you prefer not to receive cookies, you can set your browser to either reject all cookies, to allow "trusted" sites to set them, or to accept only those cookies from those sites you are currently on. However, turning off cookies will hinder your ability to access, use, or navigate portions of the site.

Links to Other Sites

Our Website may contain links to other sites. If you choose to visit any of those sites then their privacy policies would apply. The IPCO Privacy Policy applies solely to the information collected from the IPCO Websites. We do not accept any responsibility or liability for third party policies. Please check these policies before you submit any personal information to these websites.

Changes In This Policy

To make sure that we are following the most current practices, and as our business continues to change, our Privacy Policy may be adjusted accordingly. We recommend that you check the IPCO Websites frequently to learn of any changes. The change will apply to information our users furnish after the change, and information we have on file for existing users. If you have any questions regarding this policy or our use of personally identifiable information on this Website, please send us your questions or comments to hostmaster@ipconfigure.com.

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