

FIRM DATA, INC. PRIVACY POLICY

Last Updated: July 15, 2019

This privacy policy ("**Policy**") describes how Firm Data, Inc. (the "**Company**") collects, uses and share personal information of users of the myFirmData service or website (collectively, the "**Service**"). Any capitalized terms not otherwise defined in this Policy have the meaning assigned to them in our Terms of Service. We use common industry standards to safeguard the data we collect. This Policy also applies to any of our other websites that post this Policy. This Policy does not apply to websites that post different statements.

To understand how we collect and use data, we have to differentiate between information about users who register to use the Service ("**User Information**") and data about their clients from the third party law practice management platform, Clio ("**Client Data**").

WHAT WE DO NOT COLLECT

We do not collect, store or share Client Data. Information about your firm and your clients is always private. When you use the Service, your information is transmitted from the Clio servers to your computer via secured APIs. This data is accessed while running the reports through our service. Only information available to a user through Clio will be available to that user through the Service. Client Data is not stored by the Service. Client Data is stored only on your local device and in the Clio servers subject to their privacy policy.

WHAT WE COLLECT

We get User Information about you in a range of ways.

Information You Give Us. We collect information you directly give us on our Service through form fields in the Service. When you register or log into your Account using your Clio login, you authorize us to access certain Clio account information, which is specified to you during that authentication process. We collect your name, email address, phone number, address, your firm's name and may also collect biographical information about you stored in you Clio user profile, such as your photo.

Information We Get From Others. We may get information about you from other sources. We may add this to information we get from this Service.

Information Automatically Collected. We automatically log information about you and your device. For example, when using our Service, we may log your device's operating system type, language, browser type (where applicable), items you viewed, how long you spent on a particular item and information about your use of and actions on our Service.

Cookies. On our website, may log information using "cookies." Cookies are small data files stored on your hard drive by a website. We may use both session Cookies (which expire once you close your web browser) and persistent Cookies (which stay on your computer until you delete them) to provide you with a more personal and interactive experience on our Service.

This type of information is collected to make the Service more efficient and to tailor the experience with us to meet your special interests and needs.

USE OF PERSONAL INFORMATION

We use User Information (NOT Client Data) to:

- operate, maintain, and improve our sites, products, and services.
- respond to comments and questions and provide customer service.
- send information including confirmations, invoices, technical notices, updates, security alerts, and support and administrative messages.
- communicate about promotions, upcoming events, and other news about products and services offered by us and our selected partners including product announcements, fixes and updates.
- link or combine user information with other personal information.
- protect, investigate, and deter against fraudulent, unauthorized, or illegal activity.
- to enforce our Terms of Use; and
- provide and deliver products and services customers request.

We do not access, store, collect, harvest or sell Client Data.

SHARING OF PERSONAL INFORMATION

We never sell User Information. We may use User Information (again, NOT Client Data):

- When we do a business deal, or negotiate a business deal, involving the sale or transfer of all or a part of our business or assets. These deals can include any merger, financing, acquisition, or bankruptcy transaction or proceeding.
- For legal, protection, and safety purposes, including, but not limited to (i) comply with laws, (ii) respond to lawful requests and legal processes, (iii) protect the rights and property of Firm Data, Inc., our agents, customers, and others (including enforcing our agreements, policies, and terms of use), and (iv) in an emergency (this includes protecting the safety of our employees and agents, our customers, or any person).
- We may share information with those who need it to do work for us.

We do not (and by design cannot) share Client Data with any third party.

INFORMATION COLLECTED FROM CHILDREN

We do not knowingly collect personal information from children. Users must be 18 years old or older to use the Service. If we learn that we have inadvertently obtained information from a child, or done so without parental consent, we will promptly delete the information.

THIRD PARTY SITES AND SERVICES

The Service may contain links to third-party websites, products or services. The Service may also offer content from third parties. Information collected by third parties is governed by those third party's privacy policies.

LOCATION OF SERVERS

Our servers are located in the United States of America. If you are accessing the site and service from outside the United States, please be advised that through your continued use of the site or service, which is governed by U.S. law and this Privacy Policy, you are transferring your personal information to the United States and you consent to that transfer and the maintenance and processing of such information in the United States.

INFORMATION CHOICES AND CHANGES

Our marketing emails tell you how to “opt-out.” If you opt out, we may still send you non-marketing emails. Non-marketing emails include emails about your accounts and our business dealings with you.

You may send requests about personal information to our Contact Information below. You can request to change contact choices, opt-out of our sharing with others, and update your personal information.

You can typically remove and reject cookies from our Service with your browser settings. Many browsers are set to accept cookies until you change your settings. If you remove or reject our cookies, it could affect how our Service works for you.

CONTACT INFORMATION. We welcome your comments or questions about this privacy policy. You may also contact us at:

Privacy Inquiries
Firm Data, Inc.
10911 Raven Ridge Road
Suite 103-53
Raleigh, NC 27614
Privacy@myfirmdata.com

CHANGES TO THIS PRIVACY POLICY. We may change this privacy policy. If we make any changes, we will change the Last Updated date above.