# **RSHC Privacy Policy**

Riley Safer Holmes & Cancila LLP's EU Privacy Policy is available here.

Riley Safer Holmes & Cancila LLP ("RSHC" or the "Firm") is committed to ensuring that it acts in accordance with applicable data protection and privacy laws when it collects and uses information provided to it or information about visitors to its website. This Privacy Policy applies to your use of RSHC's website.

This Privacy Policy explains the types of information we collect, the purposes of processing that information, how we use that information, and with whom we share it. Our Privacy Policy describes the measures we take to protect the security of the information and the rights that you have as a data subject with regard to this information. We also tell you how you can reach us to update your contact information, remove your name from our mailing lists, or get answers to questions you may have about our privacy practices. Please read this Privacy Policy carefully. By continuing to interact with our Site, you are acknowledging the practices described in this Privacy Policy.

#### **ABOUT THIS POLICY:**

This Privacy Policy describes our practices on the Site where it is posted. This Privacy Policy does not apply to our use of employee information. It also does not apply to information we collect from you offline.

You agree to the terms in this Privacy Policy when you use this site.

#### THE INFORMATION WE COLLECT:

**Contact Information.** We may collect your name and email address. We may also collect your street address, fax number, or phone number. We may also collect your company name.

**Other Information.** If you use our Site, we may collect information about the browser you are using. Our web server may store your IP address and domain. We might track the pages you visit. We might look at what site you came from, or what site you visit when you leave us. We collect this information using tracking tools described in this Privacy Policy. To control those tools, please read the "Your Choices" section.

## HOW WE COLLECT INFORMATION:

We collect information directly from you. For example, if you contact us to ask questions or leave comments. We also collect information if you sign up for our email alerts.

We collect information from you passively. We collect personal information about users over time and across different websites when you use this website or service. To learn more about these tools and how you can control them, read the "Your Choices" section.

#### HOW WE USE INFORMATION:

To respond to your questions and requests.

To improve our website and update our email lists. For example, we might use cookies to track new or past website visitors. We may also use tracking tools to see what areas of our site are viewed by our visitors.

To communicate with you about our relationship.

**For other business purposes.** For example, we may use your email address to share client alerts or events. We may also contact you about legal developments.

## INFORMATION SHARING:

We may share your information for our business purposes and as legally permitted, including:

- With government agencies or investigative bodies, if requested, or to comply with a court order or subpoena.
- With third parties who perform services on our behalf. For example, we may share information with our vendors, some of which may be located outside the United States. We may also authorize such vendors to collect information on our behalf.
- With our business partners.
- For other reasons we may describe to you.

## **YOUR CHOICES:**

You can opt out of marketing emails or text messages by following the instructions in any marketing emails or text messages you receive. You can also opt out by sending us an <a href="mailto:email.">email</a>. To request changes to or to review your information, please send us an <a href="email.">email</a>. You may also email us to have your personal information deleted.

You can choose not to provide personal information.

**"Do Not Track."** Some web browsers have a "Do Not Track" feature. This feature lets you tell websites you visit that you do not want to have your online activity tracked. These features are not yet uniform across browsers. Our sites are not currently set up to respond to those signals.

# WHERE WE STORE INFORMATION:

Our sites are generally operated in the United States. If you are located outside of the United States, any information you provide to us will be transferred to the United States. By using our sites and giving us your information, you consent to such transfer. You also understand that the U.S. may not provide the same level of protections as the laws of your country.

#### **SECURITY:**

We use industry standard means to protect our website and your information. Because the Internet is never 100% secure we cannot guarantee that your use of our site will be completely safe. We encourage you to use caution on the Internet.

## LINKS:

Our site contains links to third party sites. If you click on one of those links, you will be taken to websites that we do not control. This Privacy Policy does not apply to the information practices of those websites. We are not responsible for these third party sites.

#### **POLICY UPDATES:**

We may change or update our privacy practices. The latest version of this Privacy Policy will be posted on our website. Changes to this Privacy Policy may sometimes apply retroactively. If so, we will notify you and obtain your consent to the extent required by law.

# **MORE QUESTIONS:**

If you have additional questions you can call us at (312) 471-8700, fax us at (312) 471-8701 or reach us by **email**. You can write to us at:

Attn: Marketing Riley Safer Holmes & Cancila LLP

1 S. Dearborn Street, Suite 2200

Chicago, IL 60603

Please include your email address, name, address and telephone number when you contact us to help us handle your request correctly.

#### **CALIFORNIA PRIVACY RIGHTS:**

Under the California Consumer Privacy Act ("CCPA"), you have certain rights which you may exercise. We will update this section of the Privacy Policy from time to time to reflect any modifications to the CCPA.

## COLLECTION AND USE OF PERSONAL INFORMATION:

As an organization, we collect personal information ("PI") about individuals who are considered California Consumers under the CCPA, which in the calendar year 2019 included the following:

Category	Examples of PI Collected	Sources of PI	Purposes for PI Collection	Categories of Recipients
Identifiers	Name, postal address, email address, identification numbers, telephone number	From the Consumer, Clients, Service Providers, Government Entities, and Third Parties	Processing and managing interactions and transactions; performing services; research and development; marketing; and security. For example, these purposes include to contact you, to verify your identity, to provide services, and to comply with our legal obligations.	Clients, Government Entities, Tribunals, and Service Providers
Professional Information	Job title, employer	From the Consumer, Clients, Government Entities, and Third Parties	Performing services; research and development; and quality assurance. For example, these purposes include to provide benefits to our partners and to market them to clients and prospective clients.	Clients, Data Subjects, Government Entities, Tribunals, Service Providers, and the General Public
Personal Characteristics or Traits	Marital / familial status, race, religion, disabilities	From the Consumer, Clients, Government Entities, Service Providers, and Third Parties	Performing services; research and development; and quality assurance. For example, these purposes include to provide benefits to our partners, and services to our clients.	Clients, Data Subjects, Government Entities, Tribunals, and Service Providers
Commercial Information / Account Details	Purchase history or tendencies	From the Consumer, Clients, Government Entities, Service Providers, and Third Parties.	Processing and managing interactions and transactions; performing services quality assurance; and security. For example, these purposes include to manage the business relationship with and provide services to our clients.	Clients, Data Subjects, Government Entities, Tribunals, and Service Providers

Category	Examples of PI Collected	Sources of PI	Purposes for PI Collection	Categories of Recipients
Internet Usage Information	Information regarding interactions with our website, computer systems, and/or devices	From the Consumer, Service Providers and Third Parties.	Research and development; quality assurance; security; and debugging. For example, these purposes include to improve our services, and to secure our network and protect our personnel.	Service Providers

In addition, we may collect, use, and disclose your PI as required or permitted by applicable law. We do not treat de-identified data or aggregate consumer information as PI, and we reserve the right to convert, or permit others to convert, your PI into de-identified data or aggregate consumer information.

We may share your PI with our Service Providers, including those that facilitate advertising and marketing, and other categories of recipients as described in the table above, for the purposes set forth in that chart. Our Service Providers also may use your PI for some or all of the above-listed business purposes. Our Service Providers may themselves engage service providers or subcontractors to enable them to perform services for us; such subprocessing is an additional business purpose for which we are providing you notice.

RSHC has not sold (as the term "sale" is defined by the CCPA) any Consumer PI in 2019.

## **Access to Specific Information and Data Portability Rights**

You have the right to request that we disclose certain information to you about our collection and use of your personal information over the past 12 months. Once we receive and confirm your verifiable consumer request, we will disclose to you:

- The categories of personal information we collected about you.
- Our business or commercial purpose for collecting that personal information.
- The categories of third parties with whom we share that personal information.
- The specific pieces of personal information we collected about you (also called a data portability request).

# **Deletion Request Rights**

You have the right to request that we delete any of your personal information we collected from you and retained, subject to certain exceptions. Once we receive and confirm your verifiable consumer request, we will delete (and direct our service providers to delete) your personal information from our records, unless an exception applies.

# **Opt-Out of Sale Rights**

We do not sell personal information to third parties. If that should change, we will make available to you a method to opt out of such sale.

# **Non-Discrimination Rights**

We will not discriminate against you in a manner prohibited by the CCPA because you exercise your CCPA rights.

# **Exercising Access, Data Portability, and Deletion Rights**

To exercise the access, data portability, and deletion rights described above, please submit a verifiable consumer request to us by email.

# **Other California Privacy Rights**

If you are a California resident, California law provides you with certain additional privacy rights. California Civil Code Section 1798.83 ("Shine the Light law") permits you to opt out of the disclosure of your personal information by us to third parties for those third parties' direct marketing purposes. To make such a request, please send a detailed description of the specific content or information to privacy@rshc-law.com or send written request to General Counsel, Riley Safer Holmes & Cancila LLP, 1 S. Dearborn Street, Suite 2200, Chicago IL 60603. Please be aware that such a request does not ensure complete or comprehensive removal of the content or information you have posted and that there may be circumstances in which the law does not require or allow removal, even when requested.