## **Additional Privacy Policy Terms Related to Reporting System Tool**

We use the analytics and reporting system, Foureyes®, ("Tool") provided by our website analytics vendor, Adpearance, Inc., an Oregon corporation ("Adpearance"). When used in this section, "we," "us," and "our" may refer to us, \_\_\_\_\_\_\_, and/or Adpearance. To the extent an inconsistency or conflict arises between the terms of the above described privacy policy and this section related to the Tool, the terms of this section will control.

<u>How the Tool Works</u>. For each visit to the site, the Tool: (1) identifies the traffic source for the visit; and (2) issues a unique visitor ID number and visitor traffic number. As the user navigates the site, the Tool may track and store the pages visited and features used. The Tool also may link information provided through forms featured on the site or during phone calls with a visitor ID number. Using local storage, the Tool may also store data in the user's Internet browser or in a data repository on the user's device for purposes of associating the user with his or her user profile. The Tool operates only on our site and phone system – it does not track information regarding your use of other sites or activities on other sites.

Information Collected and Usage of Information. Adpearance creates a user profile including the user's visitor ID number and any information the user directly provides through the site or other interactions with this website and/or the company associated with this website (e.g., phone calls and chats). This information may include a user's personally identifiable information, such as name, phone number, address and similar information. We will not ask for or knowingly associate financial information with your user profile. Unless the user provides us personal information, the information associated with the user profile is limited to information automatically collected as a user browses and interacts with the site, such as the user's browser type, available plugins, Internet service provider, Internet protocol ("IP") address and pages visited, features used, and activities performed on the site. The information associated with a user profile is used, maintained and disclosed in accordance with the restrictions in this privacy policy, including the obligations of confidentiality and restrictions on disclosure to third parties. The information associated with your user profile will not be given to third parties for their own direct marketing purposes.

<u>Blocking and/or Disabling the Tool</u>. The Tool gathers information about the user's computer hardware and software configurations to identify the user each visit and associate the user with their existing user profile. Unlike a "cookie", and except for local storage discussed below, the system does not store a file on the user's computer; therefore, the user information gathered is not deleted when the user clears their cache and/or deletes their cookies. **In order to disable the tool, see the Opt Out instructions below.** 

<u>Opt Out</u>. The Tool's opt-out functionality is cookie based, so for it to work for you, your browser must allow third party cookies. If you change computers, browsers or delete this cookie, we will no longer know you have opted out, so you will need to opt-out again. To opt out, visit: <a href="mailto:foureyes.adpearance.com/opt-out.">foureyes.adpearance.com/opt-out.</a>

<u>Do Not Track Signals</u>. IF YOU DO NOT WANT THE TOOL TO GATHER INFORMATION ABOUT YOUR USER PROFILE AND SITE VISIT, NOW AND FOR FUTURE BROWSING SESSIONS. USE THE OPT OUT TOOL DESCRIBED ABOVE. WE DO NOT CURRENTLY RESPOND TO DO NOT TRACK (DNT) SIGNALS.

As noted above, the Tool may also collect and store information (including personal information) locally on your device using mechanisms such as browser web storage and application data caches. Browser web storage enables websites to store data in a browser on a device. When used in "local storage" mode, it enables data to be stored across sessions. Similarly, an application data cache is a data repository on a device. You may stop local storage from being used by modifying your Internet browser settings, but stopping local storage may result in the site having impaired or limited functionality. Furthermore, disabling local storage will not block the Tool from operating; rather, it will only prevent the Tool from collecting and storing information locally on your device. To disable the Tool, see the Opt Out instructions above. Further, you should refer to the help provided by your Internet browser for the most up-to-date and accurate instructions on disabling local storage.

<u>Accessing, Correcting, and Updating Your Personal Information</u>. To review information that is collected using the Tool, contact Adpearance at info@adpearance.com or Adpearance, Inc., 1634 SW Alder, Portland, OR, 97205. We keep information associated with your user profile for as long as we think is necessary or advisable, and we reserve the right to retain it to the full extent permitted by law. If required by law, a governmental order, or similar legal process, we will disclose your information.

<u>Children</u>. This site is not directed at children under age 13, and children under age 13 are prohibited from using this site. We do not knowingly collect personal information from children under age 13, and if we learn that the Tool has collected information of a child under age 13, we will delete the information.

<u>Applicable Law.</u> This Tool is operated and controlled from offices in the United States and is intended for U.S. users. If you access the site from locations outside the United States, you do so at your own risk and are responsible for compliance with applicable local laws. Your access to the site constitutes your agreement to our storage of your personal information within the United States.

This privacy policy is effective on April 18, 2017 and may be amended from time to time. Our only notification will consist of posting a new policy.