

Welcome to the Camtiva LLC web Service, available at www.camtiva.com (this "Service") and all related subdomains. This Privacy Policy ("Policy") discloses the privacy policy for this Service and describes how Camtiva LLC ("Camtiva"), the operator of this Service, collects, protects, and uses information we receive from users of this Service. This Policy has been created in order to demonstrate and inform you of our firm commitment to privacy and to outline how we deal with any personal data you provide while using this Service. If you do not agree with any portion of this Policy, you should not use this Service. This Policy applies only to information collected through this Service and not to information collected offline or through any other web services (even if affiliated with Camtiva or linked to by this Service). Camtiva may modify this Policy at any time, in its discretion, and modifications are effective upon being posted on www.camtiva.com.

The use of the Service is governed by the Acceptable Use Policy ("AUP"), which is incorporated by reference. Please review the AUP before you use this Service. If you are unwilling to accept the terms and conditions of the AUP, please do not use this Service. You are responsible for reviewing this Policy periodically to ensure that you are aware of any changes to it.

1. The Information We Collect.

Whenever you create a username and password, comment in a forum, or otherwise interact with the Service, Camtiva may collect information. There are two kinds of information web services can obtain about you: (a) Anonymous Information and (b) Personally Identifiable Information.

- (a) <u>Anonymous Information</u>: is data in a form that does not permit direct association with any specific individual. Anonymous Information is aggregate data that websites use to administer their services. This Anonymous Information comprises information that cannot be used to identify or contact you and may include such information as your browser type or your Internet Protocol (IP) address. Camtiva may from time to time retain third parties to help us collect and aggregate Service information.
- (b) <u>Personally Identifiable Information</u>: is any information that personally identifies you, such as your name, the organization you represent, email address, or your telephone number. Similarly, to the extent that anonymous information is combined with Personally Identifiable Information, we treat the combined information as Personally Identifiable Information. For example, you may be asked to provide the following information:

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<u>Email Correspondence</u>. Contained in the Service are links or forms that can be used to contact this Service so you can comment, make a complaint, make suggestions, and ask questions. Your email address is often required on such forms. Camtiva may put information from email on file, but does not currently share, sell, license, or transmit this information with third parties without express authorization from you.

<u>User Accounts</u>. To participate in certain features of the Service, we may request that you create an account by providing personal or organizational information (including, your name, the organization you represent, address, phone, and email) and creating a user ID and password. We will use this information to maintain your account. We may also use this information to send you announcements of new Service features, planned maintenance outages, and promotional materials that we think may be of interest to you. You may elect not to receive promotional materials by opting out as described below.

2. How We Use Gathered Information.

Camtiva may use the information you share with us in the following ways:

- (a) <u>Anonymous Information</u>: Anonymous Information is used internally for Service administration, troubleshooting, data analysis, auditing, and research to help improve the quality of this Service and its design. We may share such aggregated, non-personally identifiable information, such as demographics, with existing and prospective business partners and advertisers.
- (b) <u>Personally Identifiable Information</u>: Personally Identifiable Information collected by Camtiva may be used for various purposes, including administration of the Service and communications with you about products and services. From time to time, we may use your personal information to send important notices, such as communications about changes to our Service Terms, this Policy, or other policies or notices. In all cases, however, we will only use your information as permitted by law. We may also disclose Personally Identifiable Information if we are required to do so by law or we in good faith believe that such action is necessary. Please note we may not provide you with notice prior to disclosure in such cases.

3. How We Secure Your Information.

We work hard to protect Camtiva and our users from unauthorized access to or unauthorized alteration, disclosure, or destruction of information we hold.

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In particular:

- We encrypt the majority of our services using SSL.
- We review our information collection, storage and processing practices, including physical security measures, to guard against unauthorized access to systems.
- We restrict access to sensitive information to Camtiva employees, contractors and agents who
 need to know that information in order to process it for us, and who are subject to strict
 contractual confidentiality obligations and may be disciplined or terminated if they fail to meet
 these obligations.
- Upon approved written customer request, sensitive data will be removed from Camtiva's services.
- At least annually, we perform audits to ensure our processes are compliant with this policy.

4. Opt-Out; Retention.

We support the right of visitors to choose. If you decide that you do not wish to receive nonessential communications from us you can contact us at legal@camtiva.com or at the address provided below, indicating that you no longer want to receive information relating to this Service. Camtiva will retain your personal information for the period necessary to fulfill the purposes outlined in this Policy unless a longer retention period is required or permitted by law.

5. Consent and Modifications to Policy.

This Service is controlled, operated, and administered entirely within the United States. By using this Service, you signify your agreement to the terms of this Policy. If you do not agree with this Policy, please do not disclose any Personally Identifiable Information through this Service. This Policy and the use of this Service are governed by Idaho law. Certain portions of this Service are restricted to users which have a separate agreement with Camtiva and other terms and conditions may apply to those services or products. All obligations regarding Camtiva's services or products governed by a separate agreement and this Policy shall not be construed to modify or alter any agreements relative to those products or services.

Users of the Service consent to the sole and exclusive venue of state or federal courts having within their jurisdiction Madison County, Idaho for the resolution of disputes concerning this Policy. This Policy

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and the notices outlined herein are not intended to and do not create any contractual or other legal rights in or on behalf of any third party.

6. Questions, Comments and Feedback.

We welcome your questions, comments and all feedback pertaining to your privacy or any other issue with regard to this Service. You may contact us at:

Camtiva LLC legal@camtiva.com

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