#### WEBSITE PRIVACY NOTICE

It is important to us to protect your confidential information. This Notice applies to the www.itacompliance.com website and governs data collection and usage. For the purposes of this Notice, unless otherwise noted, all references to ITA and ITA Compliance, LLC, refer to our website. The website is for informational use. By using the ITA website, you consent to the data practices described in this Notice.

## **Collection of Your Personal Information**

By completing our request for information form, you may be providing ITA with personally identifiable information, such as your name, company name, telephone number, email address, and any other information you provide on that form.

In addition, information about your computer hardware and software may be automatically collected by ITA. This information may include your IP address, browser type, domain names, access times, referring website addresses, and other metadata. This information is used for the operation of the service, to maintain quality of the service, and to obtain general statistics regarding use of the ITA website.

If you elect to link to other websites from the ITA website, you should review the privacy statements of those other websites so that you can understand how those websites collect, use, and share your information. ITA is not responsible for the privacy practices or other content of any website other than the ITA website.

#### **Use of Your Personal Information**

ITA collects and uses your personal information for marketing, operation of its website, and delivery of services you have requested.

ITA may also use your personally identifiable information to inform you of other products or services available from ITA, or to contact you to conduct surveys or research about your opinion of current services or of potential new services that may be offered.

ITA does not sell its customer lists to third parties.

ITA may share data with trusted partners to help perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. These third parties are prohibited from using your personal information except to provide these services to ITA, and they are required to maintain the confidentiality of your information.

ITA may keep track of the websites and pages our users visit within ITA, in order to determine the popularity of website pages or ITA services. ITA may use this data to deliver customized content and advertising to customers whose behavior indicates that they may be interested in a particular subject area.

ITA may disclose your personal information, without notice, if required to do so by law or in the good faith belief that disclosure is necessary to: (a) comply with legal requirements, including compliance with subpoenas or legal process served on ITA or the site; (b) protect or defend ITA's property or enforce ITA's rights; or, (c) protect the personal safety of ITA personnel or customers, users of the website, or the public.

# **Security of Your Personal Information**

ITA maintains information security controls in order to secure your personal information from unauthorized access, use, or disclosure. These controls are outlined in the firm's Written Information Security Program ("WISP").

# **Children Under Thirteen**

ITA does not knowingly collect personally identifiable information from children under the age of thirteen. If you are under the age of thirteen, you must ask your parent or guardian for permission to use this website.

# **Opt-Out and Unsubscribe**

We respect your privacy. To give you an opportunity to opt-out of receiving emails, advertisements, announcements or other communications from ITA, you should contact us by email or phone:

Email: info@itacompliance.com

Phone: 617-854-7500

## **Changes to this Statement**

ITA may update this Website Privacy Notice from time to time. Please review this Notice periodically to ensure that you are aware of ITA's current policies and practices.

### **Contact Information**

If you have questions or comments regarding this Website Privacy Policy or if you believe that ITA has not adhered to the terms set forth in this Notice, please contact ITA at:

## **ITA Compliance, LLC**

294 Washington Street, Suite 436 Boston, Massachusetts 02108

Email: info@itacompliance.com

Phone: 617-854-7500