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Triage Data Solutions Inc. (dba Triage Data Solutions), together with any of the irrespective affiliates, partners, employees or related parties (“Triage”, “we”, “our” or “us”) are committed to keeping our clients’ information confidential, consistent with our obligations as legal professionals. For the purposes of this Privacy Policy, “you” indicates such individual or individual representing an entity browsing this website (the “Website”), owned and operated by Triage, or using any of the services offered by Triage (the “Services”).

1. PERSONAL/ANONYMOUS INFORMATION COLLECTED

- 1.1 Triage Data collects personal information that we request directly from you and automatically collects data and information from your computer or device (together “Device”) that you use to access the Services.
- 1.2 This Privacy Policy addresses two kinds of information: (1) personal information; and (2) anonymous information. Personal information identifies you and includes, for example, your name, telephone number, address, email address and other information that you provide to us. Anonymous information does not identify you, such as statistical data about how you use the Services and can be combined with anonymous information about other users.
- 1.3 We collect and use your information internally and may disclose your information to third parties, outside of Triage Data, in certain situations as described in this Privacy Policy.

Personal Information Collected Directly from You

We collect the following personal information from you in the following circumstances:

- to register for the Services, we may collect your name, email address, state/province and country of residence, zip/postal code, among other information we request;
- when you sign up for a Triage Data newsletter, we collect your name and email address;
- we collect all Client Data you choose to provide to us, which may contain personal information, in connection with the Services;
- if we create an account for you in connection with third party services, such as the Reveal® e-Discovery services (“Reveal”), your personal information is collected to the extent needed to create such account;
- we collect payment information you choose to provide to us; and
- if you contact us for customer service, we may for authentication purposes and customer care, collect your email address, first and last name and other information you choose to provide.

2. HOW WE USE YOUR INFORMATION

2.1 We use your personal and anonymous information internally for purposes that include:

- to provide the Services to you, such as processing and uploading Client Data to Reveal, hosting and displaying information, providing updates, developing, improving or expanding the Services and addressing technical issues;
- to establish and maintain your account on the Services and to protect the security of your account;
- to provide customer support or to resolve customer issues;
- to inform you of changes to the Services, such as outages, suspensions or other material changes, which could occur through email or a push notification sent to your Device; and
- if you signed up for any Triage Data newsletter, to contact you by email for Triage Data news, promotional purposes or market research and that you may opt-out of by clicking an opt-out link located in such an email.

3. INFORMATION DISCLOSURE

3.1 We disclose your information outside of Triage Data for the following purposes:

- we disclose your information to third parties who provide services on our behalf, as described in this Privacy Policy, including but not limited to Reveal;
- we disclose your information to law enforcement or other appropriate third parties in connection with criminal investigations, investigation of fraud, infringement of intellectual property rights, other suspected illegal activities or as otherwise may be required by applicable law or, as we deem necessary in our sole discretion, in order to protect the legitimate legal and business interests of Triage Data; and
- in the event of, or in preparation for, a change of ownership or control of Triage Data, a business transition, such as the sale of some, or all, Triage Data assets, or the bankruptcy of Triage Data, we may disclose and or assign your personal and anonymous information to third parties who will have the right to continue to use such information in the manner set forth in this Privacy Policy.

4. COOKIES AND THIRD-PARTY SERVICES

- 4.1 A cookie is a file that is sent by a service through your browser to your Device, if your browser is enabled to accept cookies, in order to store certain information on your Device and communicate with a service while you are online. Internet browsers will allow you to erase cookies from your Device, block acceptance of cookies or receive a warning before a cookie is stored. You should refer to your browser instructions or “Help” screen to learn more about how to manage and block cookies. Please note that, if you block cookies, some portions of the Services may not function properly.
- 4.2 By agreeing to this Privacy Policy or by using the Services, you consent to us using tracking technologies, such as cookies, (“Tracking Technologies”) which assist us to analyze the Services’ functionality, analyze technical issues, send useful notifications to user Devices, track use of the Services and generate reports and data models that we use to improve the Services.
- 4.3 You may request that we provide you with access to third party services, such as those provided by Reveal, the use of which may require us to share your personal information with such third parties. These third-party services may be embedded into the Services and may collect information from you to assist us with, for example, fulfilling a purpose you requested from Reveal. Information collected by third parties is governed by the applicable third-party privacy policy, which may provide for broader information collection than collected by Triage Data. These third parties may use your information internally and disclose your information to others and we strongly recommend that you read each third-party privacy policy carefully before providing your information.
- 4.4 Reveal’s Privacy Policy is available at revealdata.com/privacy-policy/.

5. ACCESSING OR CHANGING INFORMATION PROVIDED TO TRIAGE; RETENTION

- 5.1 You may contact Triage Data to obtain a copy of any personal information we have collected about you, the production of which may be subject to a fee as permitted by applicable law. In addition, you may contact Triage Data to correct or delete such information, except to the extent that retention is necessary for our legitimate business purposes, required by applicable law, in the control of a third party or where correction or deletion is not technically feasible.
- 5.2 Your personal information is retained until you request its deletion pursuant to this Privacy Policy or until Triage Data no longer requires such information for the purpose for which it was collected.

6. UPDATES

- 6.1 Triage Data reserves the right, at its sole discretion, to change or modify or to add or remove portions of this Privacy Policy at any time (“Updates”). We agree to notify you of Updates by making them available on the Website. You are deemed to have accepted any Update by continuing to use the Services. Unless Triage Data states otherwise, Updates are automatically effective 30 days after being posted on the Website.