

ApprovedContact Teams Bot Privacy Policy

Effective Date: February 18, 2019.

General

This ApprovedContact Teams Bot Privacy Policy (this "Privacy Policy") describes the practices that Approved Contact, LLC, a Nevada limited liability company, (referred to hereinafter as "Approved Contact," "us" or "we") follows with respect to the collection, use, maintenance and disclosure of information collected through ApprovedContact Teams Bot and the ApprovedContact.com mobile applications (collectively, the "Service"). This Privacy Policy applies only to information we collect from the Service, and does not apply to any other website or business activity of Approved Contact. **By using the Service, you consent to the collection, use, maintenance and disclosure of your information by us.**

We reserve the right to revise this Privacy Policy at any time. When we do, we will give you notice of the revised Privacy Policy by posting the revised Privacy Policy on the Service and by revising the "effective date" at the top of this Privacy Policy. You are responsible for regularly reviewing the current Privacy Policy. Use of the Service after a new policy has been posted on the Service constitutes your consent to the changed terms or practices. If you object to any changes, you must close your account and stop using the Service.

Remember that your use of the Service is at all times subject to our Terms of Use located at <https://approvedcontact.com/Terms%20of%20use.pdf> which incorporates this Privacy Policy.

BY VISITING OR USING THE SERVICE, YOU VOLUNTARILY AND WILLINGLY PROVIDE APPROVED CONTACT AND/OR AUTHORIZE APPROVED CONTACT TO GATHER CERTAIN INFORMATION. IF YOU HAVE ANY CONCERNS ABOUT THE COLLECTION OF INFORMATION ON THE SERVICE AND/OR HAVING YOUR INFORMATION DISPLAYED ON THE APPROVED CONTACT SERVICE OR OTHERWISE USED, MAINTAINED AND/OR DISCLOSED IN ANY MANNER PERMITTED IN THIS PRIVACY POLICY AND/OR TERMS OF USE, YOU SHOULD NOT USE THE SERVICE AND, IF YOU ALREADY CREATED AN ACCOUNT, YOU SHOULD CLOSE IT.

Information We Collect

We collect "personally identifiable information" and "automatic information." "Personally identifiable information" is information that tells us who you are, such as (without limitation) your name, physical address, and e-mail address. "Automatic information" is information automatically collected by our web server (which may be hosted by a third-party on our behalf) that your web browser makes available whenever you visit or use our Service, such as (without limitation) your computer's IP address or browser type. You can choose not to provide personally identifiable information to us. However, if you do not provide your email address to us, you will be unable to register with or use the Service and if you do not provide certain other, required personally identifiable information you may not be able to access or participate in other features of the Service.

1. Personally Identifiable Information

a) To Register for the Service

We may collect personally identifiable information when you register with the Service or create or revise your profile, or if you voluntarily choose to provide it to us. For example, we may collect your name, physical address, email addresses, phone numbers, password, and employment and payment information when you register with the Service or create or edit your profile. Once you register with the Service, you may provide additional information about yourself in your profile and/or other postings or communications made using the Service. Providing additional information is up to you.

b) To Provide You the Services You Requested

If you register with our Service, we may, in response to your instructions or other actions on the Service, gather (1) information from electronic calendars specified by you (including, without limitation, the times that you have meetings scheduled on such calendars), (2) email addresses for your contacts, and/or (3) information regarding your telephone call history.

c) Analytics

We may use certain in-house or third-party functionality to analyze your communications with us and interactions with the Service. The analysis enables us to monitor the products, content, and services that we provide so that we can improve the products, content, and services provided to you. We take commercially reasonable steps to ensure that these third parties will be required to protect any personal identifiable information in a manner consistent with this Privacy Policy. Other analytics capabilities are reflected in the description of automatic information.

d) To Submit Feedback

You may submit your questions, comments and report issues to us via the Services. We may use the personally identifiable information you provided to us in order to contact you to answer your questions or to provide you technical support.

2. Automatic Information

We may collect “automatic information” anytime you view and/or interact with our Service or its pages, features and functionality, including mobile applications, software and platform technology. For example, we may collect your computer’s IP address, browser type, and operating system version, and information about your browsing activity (e.g., the website that you visit before visiting our website and the website you visit after leaving our website) and geographic location. We also know when you click on ads, upload your address book, join groups, participate in discussions, and install an ApprovedContact.com mobile application. When you access the Services from a mobile device, we may collect automatic information from that device, including IP address, browser type, and device type, and other usage information about your device.

Automatic information may be tied to your personally identifiable information, and in such circumstances will be treated as personally identifiable information.

3. Technologies We May Use to Collect Your Information

Cookies

This Service may also use "cookies" and other technologies to recognize users, customize their experience or serve advertisements. A cookie is a small text file that a website's server places on a user's computer, mobile phone or other device. The cookie transmits information back to the website's server about the browsing activities of the computer user on the site. This includes information such as pages and content viewed, the time and duration of visits, search queries entered into search engines, and whether a computer user clicked on an advertisement. Cookies also can be used to recognize users and maintain data related to a particular individual, including passwords. In some contexts, such as where a number of separate websites participate in a network, cookies can be used to track a computer user across different sites. Cookies are used as a standard practice by many sites. As important as cookies are to our Service, we understand that this might make you uncomfortable. If you would prefer not to accept cookies from our Service or any other website, you can modify the settings on your web browser. You may refer to your browser's online help feature or user manual for instructions on how to do this. If you refuse to accept cookies, it is possible that some portions of the Service may not function as intended.

Web Beacons

"Web beacons" are small graphic images or other web programming code that may be included in our Service pages or other areas of the Service. Web beacons are tiny graphics with a unique identifier, similar in function to cookies, and are used to track the online movements of users of our Service pages and other areas of the Service. Unlike cookies, which are typically stored on your computer or mobile device's hard drive, web beacons are embedded invisibly on web pages. Web beacons or similar technologies help us better manage content on our Service by informing us what content is effective, counting the number of users of the Service, monitoring how users navigate the Service or counting how many e-mails, articles or links were actually opened or viewed.

Embedded Scripts

An "embedded script" is programming code that is designed to collect information about your interactions with the Service, such as the links you click on. The code is temporarily downloaded onto your computer, mobile or other device from our server or a third party service provider.

Web Traffic and Web Performance Analytics

We may also collect information using a variety of reports from web traffic and web performance analytics companies to improve our Service. This information allows us to better understand users of the Service and to customize the Service while also tracking our success at reaching new audiences. This Privacy Policy does not govern the ability of any third party analytics company to use and share information collected by such company.

IP Addresses

An IP address is a number that is assigned to your computer, mobile or other computing device whenever you are surfing the Internet. Web servers (computers that "serve up" web pages) automatically identify your computer or other computing device by its IP address. When users request pages from our Service, our servers may log their IP addresses. We may collect IP

addresses for the following purposes, among others: system administration, to report nonpersonal aggregate information to others and to track the use of our Service. IP addresses are considered non-personal information and may also be shared as provided above.

Information from your Mobile Device

We may also use technologies, such as location based information, to provide you with tailored information and features as you use our Service. When you access the Service on your mobile device, including, but not limited to, mobile phones and tablets ("Mobile Device"), we may obtain information from your Mobile Device about the type of Mobile Device you are using. We may use this information to notify you of features and products that may be available on your Mobile Device. Certain features may require our collection of the phone number of your Mobile Device. We may link that phone number to the Mobile Device identification information, but will not use that number for telemarketing. In addition, some mobile network providers ("Mobile Provider") in the U.S. are required to use sites that tracks the physical location of Mobile Devices that use their service. Depending on your Mobile Provider and Mobile Device, we may automatically receive this information. If we begin to offer services that use this tracking ("pinpointing") information, we will obtain your consent (an opt-in) before using the information. After obtaining such consent, we may use and store this information to provide location-based services, including location-targeted advertising. Most Mobile Devices provide users with the ability to disable location services. These controls are usually located in the Mobile Device's settings menu. If you have questions about how to disable your Mobile Device's location services, we recommend you contact your Mobile Provider or your Mobile Device manufacturer.

Use of Information We Collect

We use and disclose personally identifiable information for the purposes for which it is provided, for the other purposes described in this Privacy Policy and for other purposes that you authorize. For example, we may use your personally identifiable information to establish and administer your online account, to verify your identity to allow your access to any password protected portions of the Services and to enable you to share your information with and contact other users. We may also use your personally identifiable information to communicate with you regarding the Service and our services; to improve our Services; to provide customer and technical support; to customize the service we provide to you; to create and distribute advertisements and other marketing and promotional materials to you (directly or on behalf of our partners); to process payments through one of our business partners; to update your customer information records in our database; to create aggregated, non-personal information, or to create de-identified information; to comply with applicable laws, regulations or legal process; to comply with requests of relevant regulatory and law enforcement and/or other governmental agencies or authorities; or to enforce our Terms of Use, to protect the rights, property, or safety of Approved Contact, our users, and others. As further described below, we may also disclose your personally identifiable information to third parties acting on our behalf to fulfill one of the purposes listed above.

In order to connect with others on Approved Contact, you may use the Service to send invitations to them via their Approved Contact account or their email addresses. The email addresses of people whom you invite will be used to send your invitations and reminders.

By creating and using an account on Approved Contact, you allow others, including Approved Contact, to identify and view information about you and to allow Approved Contact to use any information you provide in accordance with our Privacy Policy and [Terms of Use](#).

For example, if you send a contact request or discussion or calendar invitation to someone, he/she will receive an email that includes your name. Contacts who approve your contact request (or from whom you approved a contact request) will be able to view your home page (which contains personally identifiable information such as your name, title, employer, phone number, address and email address); your contributions to discussion boards on the Service; information regarding the last day/time that you logged onto the Service; and your calendar availability. The discussions and types of information that your contacts will be able to view will depend on the discussions in which you participate and the preferences that you specify (including the manner in which you have identified each particular contact, e.g., friend, peer, vendor, etc.). Third parties who participate in discussions in which you also participate will be able to view your name and your contributions to the discussion.

Information that you provide in your profile may reveal or allow Approved Contact and others to identify certain information about you including, for example, your nationality, ethnic origin, gender, and age. By providing information for your personal and public profile, you allow Approved Contact and others to process information about you according to this Privacy Policy.

We use automatic information to help us run and maintain our Service, customize the visitor's experience, study traffic patterns, and generally learn about the usage of the Service. We may use information regarding your geographic location to determine your time zone.

We use cookies to help us recognize you when you visit or use our Service again, to track site usages and trends, to improve the quality of our service, to customize your experience on the Service, to deliver Approved Contact and third-party advertising to you (both on and off the Approved Contact Service), and for authentication purposes.

IF YOUR ACCOUNT IS PART OF AN ENTERPRISE ACCOUNT (WHETHER IT WAS ORIGINALLY CREATED AS PART OF AN ENTERPRISE ACCOUNT OR LATER BECAME PART OF AN ENTERPRISE ACCOUNT) WE MAY DISCLOSE (1) ALL OF YOUR PERSONALLY IDENTIFIABLE INFORMATION AND AUTOMATIC INFORMATION, (2) ALL OF YOUR INFORMATION REGARDING YOUR CONTACTS, AND (3) THE CONTENT OF ANY DISCUSSIONS WITH OTHER USERS, TO THE HOLDER OF THE ENTERPRISE ACCOUNT, EXCEPT THAT WE WILL NOT DISCLOSE INFORMATION REGARDING CONTACTS DESIGNATED AS "FRIENDS."

IF YOU ARE A CONTACT OF ANY USER OF AN ENTERPRISE ACCOUNT, WE MAY DISCLOSE (1) YOUR NAME, TITLE, EMPLOYER AND EMAIL ADDRESS, AND (2) THE CONTENT OF ANY DISCUSSIONS WITH USERS OF AN ENTERPRISE ACCOUNT, TO THE HOLDER OF SUCH ENTERPRISE ACCOUNT, EXCEPT THAT WE WILL NOT DISCLOSE INFORMATION IF YOUR CONTACT DESIGNATED YOU AS A "FRIEND."

Disclosure of Information We Collect

YOUR PERSONALLY IDENTIFIABLE INFORMATION WILL BE DISCLOSED WHEN YOU POST IT ON THE SERVICE AS PART OF YOUR PROFILE TO THE THIRD PARTIES AS DESCRIBED BELOW.

Your personally identifiable information (such as your name, title, company and email address) may also be disclosed to others if (1) a contact of yours has an account that is part of an Enterprise Account, in which case we will provide the holder of the Enterprise Account with certain of your personally identifiable information; or (2) a contact of yours adds you to a "Viewable List" on that contact's home page (or, if that contact permits, you add yourself to any such "Viewable List"). If you create a "Viewable List" on your home page, information added to the "Viewable List" will be disclosed to the third parties specified by you.

If you indicate that any information contained within your profile should be "public", such information will be viewable by all registered users of the Service.

A company may from time-to-time permit users to identify themselves as a representative of the company by subscribing to its "Viewable List." If you subscribe to a company's "Viewable List", your personally identifiable information will be disclosed to that company and others authorized by the company to view such information, and such company may, in its sole discretion, publish your personally identifiable information on or remove your personally identifiable information from its home page.

We may provide your personally identifiable information to third parties who provide services to us and/or who need such information in order to carry out your instructions or to provide you the information, services or products you requested. These third parties may provide a variety of services to us including, without limitation, hosting this Service, providing technical support, establishing and administering your online account, enabling you to share your information with and contact other users, processing and storing user information and/or payments, updating your customer information records in our database, sending or coordinating the sending of marketing communications on our behalf or on behalf of our partners, social commerce and media services (e.g., Facebook, ratings, reviews, blog), and payment processing services. We may share your personal identifiable information with our auditors, lawyers or other professional advisors so they can support our business.

If you click on a third party advertisement on the Service and indicate that you would like the advertiser to contact you (e.g., by clicking "Contact Me"), we will send the advertiser a request (including your name) that the advertiser contact you.

We may disclose personally identifiable information and automatic information to affiliated companies, our parent company and sister companies.

We may use and disclose personally identifiable information and automatic information when we have reason to believe that using and/or disclosing this information is necessary to investigate, identify, contact, or take action against someone who may have engaged in illegal activities or breached our Terms of Use or who may be causing injury to or interference with (either intentionally or unintentionally) our rights or property, other users of our Service, or anyone else

who could be harmed by such activities. We may also disclose personally identifiable information when we reasonably believe that the law requires it.

We may use and disclose personally identifiable information and automatic information when we have reason to believe that such use and/or disclosure is necessary to enforce our Terms of Use, to investigate and defend ourselves against any third party claims or allegations, to protect the security or integrity of the site, and to protect the personal safety of Approved Contact and others.

We might sell or buy subsidiaries, or business units. In such transactions, personally identifiable information and automatic information generally is one of the transferred business assets. Also, in the event that our assets are sold, personally identifiable information and automatic information may be one of the transferred assets. We may also disclose your personally identifiable information and automatic information to another third party in connection with a change in control of the company. Any such third party to which Approved Contact transfers or sells its assets will have the right to continue using the personally identifiable and other information that we gather from you. We will continue to ensure the confidentiality of any personal identifiable information and give affected users notice before personal identifiable information is transferred or becomes subject to a different privacy policy.

Privacy of Children

The Service is a general audience website.

We do not intentionally collect personally identifiable information from users of this Service who are under the age of thirteen (13).

If you use the Service, you hereby represent and warrant that you are at least 13 years of age. In compliance with the Children's Online Privacy Protection Act, if we become aware that a user of our Service is under the age of 13 and has placed an order using our Service, we will remove that child's personally identifiable information from our files.

Updating Your Information

If you would like to review, change and/or request changes to any of your personally identifiable information collected through the Service, and you have an account with Approved Account, you may do so by logging into your account.

If you close your account, we may remove your personally identifiable information from our Service. If you close your account, we have no obligation to retain information that you provided to us (including, without limitation, any information regarding your contacts) and may delete all of such information without liability; provided, however, that we may provide information regarding your contacts to the holder of the applicable Enterprise Account, in the event that your account was part of such Enterprise Account.

You may request deletion of your information by contacting Approved Contact customer service.

Notwithstanding anything to the contrary in this section, information you have shared with others, or that other users have in their accounts, may remain visible even if you request its deletion or close your account.

Communication Preferences

Approved Contact may from time to time permit you to specify how you would like to receive certain communications. For example, you may request to receive certain communications via text message. You are responsible for any fees associated with your receipt of any communications sent to your mobile device (including text messaging fees).

Security

We work to protect your information during transmission by using Secure Sockets Layer (SSL) software. **However, information transmitted on the Internet and/or stored on systems attached to the Internet is not 100% secure. As a result, we do not ensure, warrant or guarantee the security or integrity of such information, including your personally identifiable information. We will not be responsible for any access to or disclosure, reproduction, alteration or destruction of any information due to errors in transmission or the unauthorized acts of third parties, including without limitation by breach of any physical, technical or other safeguards.**

You help to maintain the security of your personally identifiable information stored in our systems by keeping your username and password confidential and protecting against unauthorized access to your password and to your computer. Be sure to sign off when finished using a shared computer.

Please note that emails, instant messaging and similar means of communication with other users of Approved Contact are not encrypted, and we strongly advise you not to communicate any confidential information through these means.

Links to Other Websites

While you are using this Service, you may be linked or directed to other third party sites outside of the Service that are beyond our control. Each of these third party sites may have a privacy policy different from ours. For example, you might click on a link or banner ad that will take you off the Service. These links and banners may take you to sites of advertisers, sponsors and cobranding partners. Please review the privacy policies of these sites. We are not responsible for any actions or policies of such third parties.

Users from Outside the United States

Our Service is hosted in the United States and is governed by United States law. If you are using our Service from outside the United States, please be aware that your information may be transferred to, stored and processed in the United States where our servers are located and our central database is operated. The data protection and other laws of the United States and other countries might not be as comprehensive as those in your country. By using our Service, you

expressly consent to your information being transferred to our facilities and to the facilities of those third parties with whom we share it as described in this Privacy Policy.

Your California Privacy Rights

California Civil Code Section 1798.83 permits users that are residents of California to request the following information regarding our disclosure of your personal information to third parties for those third parties' direct marketing purposes: (i) a list of certain categories of personally identifiable information that we have disclosed to certain third parties for their direct marketing purposes during the immediately preceding calendar year; (ii) the identity of certain third parties that received personally identifiable information from us for their direct marketing purposes during that calendar year; and (iii) examples of the products or services marketed (if we have that information). If you are a California resident and would like to make such a request, please write us at the address below.

Contact Information

Please send any concerns regarding our Privacy Policy to Approved Contact, LLC, 3565 Las Vegas Blvd South, Suite 154, Las Vegas, NV 89109.