

# Retriever Services, LLC

## Privacy Policy

This document discloses the privacy practices for <http://www.retrieversvc.com>, a Site owned and operated by Retriever Services, LLC ("Site"). As part of the normal operation of Site services, we collect and, in some cases, disclose information about you. This Privacy Policy describes the information we collect about you, how Site may use such information, and what may happen to that information. By accepting the User Agreement, you expressly consent to our use and disclosure of your personally identifiable information in accordance with this Privacy Policy. This Privacy Policy is incorporated into and subject to the terms of the Site Terms of Use located on the home page at <http://www.retrieversvc.com>.

### ***Minors***

If you are a minor (under the age of 18), you can use this Site only with the consent and under the supervision of your parents or legal guardians. If you are a minor, please do not submit any personal information to this Site. IF YOU ARE 13 YEARS OR YOUNGER, PLEASE DO NOT USE THE SITE OR ANY OF ITS SERVICES FOR ANY PURPOSE.

### ***Information We Collect***

*Your Contact and Request Information.* To fully use our services, you may choose to contact us via the Site by entering your contact information and/or requesting a proposal for services. You agree that by doing so you agree to provide us with your contact information and certain other personal information. Any information you provide becomes the property of Retriever Services, LLC; therefore, do not provide confidential or proprietary information until you have contractually engaged us for services.

### ***Our Use of Your Information***

*Promotional Use.* By submitting your contact information, you agree that we may use such information in order to enhance our marketing and promotional efforts, and to improve our content and services. We may also use your information to deliver advertisements, new services and promotions, and other information to you that is targeted to your interests, and to communicate necessary information to selected third parties when doing so is necessary in order to fulfill your request for a specific proposal for services. You will have the ability to not receive such advertisements, promotions, notices and information by opting out of any communications you receive.

*Administrative Notices, etc.* We use your e-mail address, your mailing address, and phone number to contact you regarding administrative notices, new product offerings, and communications relevant to your use of the Site. If you do not wish to receive these communications, you will have the ability to opt out of receiving these notices.

*Dispute Resolution.* We use information in the file we maintain about you, and other information we obtain from your current and past activities on the Site, to resolve disputes, troubleshoot problems and enforce our Terms of Use.

### ***Our Disclosure to Third Parties***

We use practices that are consistent with standards in our industry to protect your privacy. We cannot, however, promise that your personally identifiable information submitted via the Site will remain private. For example, third parties may unlawfully intercept or access transmissions on our Site. We do not sell or rent any personally identifiable information about you to any third party. The following describes some of the ways that your personally identifiable information may be disclosed.

*Law Enforcement.* We may disclose any information about you to law enforcement or other government officials as we, in our sole discretion, believe necessary or appropriate, in connection with an investigation of fraud, intellectual property infringements, or other activity that is illegal or may expose us to legal liability.

*Advertisers.* We disclose aggregate information about our users to advertisers and for other marketing and promotional purposes. However, we do not disclose any personally identifying information to any of these entities.

*Third Party Suppliers.* We may use third parties to assist us in providing services. Whenever a third party desires to collect information about you, you will be notified of the involvement of the third party, and you will never be required to disclose any information to the third party unless you agree to do so. We impose contractual restrictions on the use by our third party suppliers of information concerning you, and we do not permit third party suppliers to sell your information to other third parties.

### ***Changes to Privacy Policy***

Site reserves the right at any time to make changes, modifications, alterations and/or additions to this Privacy Policy. Site will notify you of any changes to this Privacy Policy by providing you with notice of such changes at your email address that you provided the Site as your primary contact information.

### ***Questions about Privacy Policy***

If you have any questions regarding the Site's Privacy Policy, please contact us via the Site's contact page.