Privacy Policy

Last Updated: March 1, 2020

- 1. **Introduction**. Castle Branch, Inc., a North Carolina corporation doing business as 123NC.com ("Company"), respects your right to privacy and is committed to protecting your personal information. This Privacy Policy ("Policy") explains how Company collects, handles, stores, and protects personal information about you in the context of the services ("Services") offered through www.123NC.com ("Site") and is incorporated into Company's Terms of Use.
- 2. Acceptance. It is your responsibility to review and understand the Privacy Policy prior to providing your personal data to Company. You should also review the Terms of Use. Updating the "Last updated" date of the Privacy Policy constitutes notice to you of any changes thereto. Your continued use of the Site or Services following notice shall constitute your acceptance of all changes, and each use of the Sites or Services constitutes your acceptance of the Privacy Policy then in effect.

IF YOU DO NOT ACCEPT AND AGREE TO THE PRIVACY POLICY, DO NOT USE THE SITE, DO NOT PROVIDE ANY INFORMATION TO THE SITE, AND DO NOT PURCHASE ANY INFORMATION ON THE SITE.

3. **Information Collected**. In the course of providing Services, Company collects or receives information falling in one of two categories:

<u>User-provided information</u> – When you interact with the Site and using the Services, Company collects information that you voluntarily provide in purchasing Services, requesting information, or contacting Company for support. The information collected includes, but is not limited to, your first and last name, email address, billing address, phone number, and credit card information for payment processing purposes ("Personal Data").

<u>Information we collect by automated means</u> – Company automatically collects certain information about your usage of the Services when you visit, use, or navigate the Site. In particular, Company collects information about your Site activity, including browsing and transaction history. This information is primarily needed to maintain the security and operation of the Site and for our internal analytics and reporting purposes.</u>

In addition, Company may deploy cookies, a tracking technology, through the Services to collect additional information about your use of the Services, as explained in Section 4 below.

4. **Cookies and Similar Tracking Technology**. A "cookie" is a small data file transferred by the Site to your browser or mobile device that stores information on your computer, such as your preferences and account settings. The Site may use cookies and similar technology in order to enhance and improve the use and capability of the Site. The technology may be used to collect or use information concerning your browser. Company also uses cookies

or similar technology to enable certain features of the Site and to preserve your preferences and customize your experience when you visit and return to the Site.

Most browsers provide controls whereby you can choose to block receipt of cookies, delete cookies, or be prompted before cookies are received. Please note that if you delete or choose not to receive cookies from the Site, the functionality of the Site may be impaired. To learn more about your ability to manage your preferences related to cookies, please consult the privacy features within your browser.

- 5. **Use and disclosure of information**. Company may use and/or disclose the information it collects from or about you to perform the following functions:
 - administer the Services to you;
 - enhance the provision of the Services;
 - process payments from and to you;
 - respond to your requests and inquiries;
 - generate analytics reports on the usage of Services;
 - website and system administration; and
 - conduct internal and external audits.
- 6. **Third parties with whom we share information**. Company may process or share Personal Data based on the following legal bases:
 - Your express consent to use your personal information for a specific purpose;
 - When reasonably necessary to achieve Company's legitimate business interests;
 - To fulfill the terms of Company's contract with you upon your purchase of Services;
 - When legally required to do so in order to comply with applicable law, law enforcement, governmental requests, a judicial proceeding, court order, or other legal process; and
 - To investigate, prevent, or take action regarding potential violations of Company's Privacy Policy or Terms of Use, suspected fraud or other illegal activities, situations involving potential threats to the safety of any person, or as evidence in litigation in which we are involved.

More specifically, Company may need to process your data or share your personal information in the following situations:

- <u>Lawyers, Auditors, and Other Third-Party Service Providers</u>. Company may share your data with its lawyers, auditors, and third party providers of services, such as cloud storage, who need your information to provide services to the Company or on its behalf, such as payment processing and data analysis.
- <u>Business Transfers</u>. Company may share or transfer your information in connection with, or during negotiations of, any merger, sale of company

assets, financing, or acquisition of all or a portion of its business to another company.

- 7. **Security**. Company uses reasonable technical, administrative, and physical security measures to protect Personal Data collected via the Services. Company limits access to Personal Data to those employees who need access in order to carry out their job responsibilities. While Company takes steps to protect against the loss, misuse, or unauthorized alteration of Personal Data collected through the Site, no data transmission over the Internet, wireless transmission, or electronic storage of information can be guaranteed absolutely safe from unauthorized access or use (e.g., by hackers). Company cannot and does not ensure the security of any information your transit to us and your use of the Site and Services indicates that you are assume this risk.
- 8. **No use by individuals under the age of 18**. Individuals under the age of 18 are not permitted to use the Site. Company does not knowingly collect or solicit personal information from children under the age of 18 or knowingly allow such persons to register for an online account or provide personal information through the Sites. If Company learns that someone under the age of 18 has provided personal information through the Site, it will make every reasonable effort to promptly delete that information.
- 9. **Communication preferences**. By purchasing Services, you agree to Company's use of your email address and other contact information for promotional emails, which serve to provide relevant and useful information related to Company's products and services. Company does not sell your email address to third parties and does not disclose your information to third parties except as noted in Section 6.

Any promotional emails that Company sends will include a link at the bottom of the email to unsubscribe. You can unsubscribe from Company's promotional emails anytime by clicking the unsubscribe link. Please understand that it may take Company a few days to process any unsubscribe request.

Unsubscribing from promotional emails does not prohibit Company from contacting you in connection with your activities, transactions and communications with Company.

10. **Contacting Company**. If you have any questions about the Privacy Policy or about the content, information, or Services on this Site, you may contact Company as indicated on its <u>support</u> page.