## Ordr Privacy Document

Effective date: May 9, 2018 Ordr , Inc. ("Ordr") knows you care about how your Personal Information is used and shared, and we take your privacy seriously. Please read the following to learn more about our Privacy Policy.

By using or accessing Ordr's Website or by using any of Ordr's materials or services (the "Ordr Services") in any manner, you acknowledge that you accept the practices and policies outlined in this Privacy Policy, and you hereby consent that we may collect, use, and share your information in the following ways.

What does this Privacy Policy cover? This Privacy Policy covers our treatment of personally identifiable information ("Personal Information") that we may gather when you are accessing or using our Website or the Ordr Services, but not the practices of companies we don't own or control, or people that we don't manage. We gather various types of Personal Information from our users, as explained in more detail below, and we use this Personal Information internally in connection with our Website and the Ordr Services, including to contact you, to fulfill your requests for certain products and services, to provide and improve the Ordr Services, and to analyze how you use the Website. In certain cases, we may also share some Personal Information from anyone under the age of 13. If you are under 13, please do not attempt to send any Personal Information about yourself to us. If we learn that we have collected Personal Information from a child under age 13, we will delete that information as quickly as possible. If you believe that a child under 13 may have provided us Personal Information, please contact us at dataprivacy@ordr.net.

Will Ordr ever change this Privacy Policy? We're constantly trying to improve our Website and the Ordr Services, so we may need to change this Privacy Policy from time to time. We will provide notice of any changes on the Website, by sending you an email, and/or by some other means. Please note that those legal notices will still govern your use of the Website, and you are still responsible for reading and understanding them even if you haven't provided us with your email, or if you have told us you do not want to receive emails from us. If you use the Website or the Ordr Services after any changes to the Privacy Policy have been posted, that means you agree to all the changes.

Information You Provide to Us: We may receive and store any information you knowingly provide to us, including information you post on our website and information in correspondence with us. For example, we may collect Personal Information such as your name and email address. Certain information may be required to take advantage of some of our features.

Information Received from Third Parties: We may receive information about You from third parties who have represented to us that they have the authority and the legal right to collect and provide us with that information. Those third parties may include customers of Ordr with whom you have a relationship, and providers of information who may have collected your information through a separate relationship with You or from public records.

Information Collected Automatically Whenever you interact with our Website, we automatically receive and record information on our server logs from your browser or device, which may include your IP address, device identification, "cookie" information, the type of browser and/or device you're using to access our Website, and the page or feature you requested. "Cookies" are identifiers we transfer to your browser or device that allow us to recognize your browser or device and tell us how and when pages and features in our Website are visited and by how many people. You may be able to change the preferences on your browser or device to prevent or limit your device's acceptance of cookies, but this may prevent you from taking advantage of some of the Website's features. If you click on a link to a third-party website or service, such third party may also transmit cookies to you.

Again, this Privacy Policy does not cover the use of cookies by any third parties, and we aren't responsible for their privacy policies and practices. In addition, if you use any Ordr Services, we may collect information regarding your login, your account and data you may process using the Ordr Services. When we collect the usage information described above, other than to provide support rela passwords or login information which you receive for access to Ordr Services which results from your failure to keep that information secure.

## In addition, Ordr uses the methods specified at

<u>www.ordr.net/AboutUs/privacycenter</u>. Although we believe those methods are adequate, you acknowledge that no security methods are perfect and that any transfer of information is at your own risk.

What Personal Information can I access? You may contact us at dataprivacy@ordr.net to request deletion of any Personal Information we have. The information you can view, update, and delete may change as the Website changes.

If you have any questions about viewing or updating information we have on file about you, please contact us at <u>dataprivacy@ordr.net</u>.

Under California Civil Code Sections 1798.83-1798.84, California residents are entitled to ask us for a notice identifying the categories of Personal Information which we share with our affiliates and/or third parties for marketing purposes and providing contact information for such affiliates and/or third parties. If you are a California resident and would like a copy of this notice, please submit a written request to: dataprivacy@ordr.net.

What choices do I have? You can always opt not to disclose information to us, but keep in mind some information may be needed to take advantage of some of our special features or may be required by your relationship with one of Ordr's customers.

You have the right to request access to any Personal Information which CloudPost may have by contacting dataprivacy@ordr.net. The information will be provided in a machine-readable format. You may also ask that we transfer the Personal Information to a third party, which we will do if technically feasible. You also have the right to review, add and update your Personal Information. You may also request the deletion of your Personal Information where:

• the Personal Information is no longer necessary in relation to the purposes for which it was collected or otherwise processed,

• you withdraw consent to Ordr's possession of the information on which the processing is based and where there is no other legal ground for Ordr's retention of the information,

• you object to Ordr's possession of the information and there is no overriding legitimate basis for the retention,

• the Personal Information has been unlawfully obtained or processed, or

• the Personal Information has to be erased for compliance with a legal obligation in the European Union or other law to which Ordr is subject.

When you update information, however, we may maintain a copy of the unrevised information in our records. Some information may remain in our records after your deletion of such information from your account. We may use any aggregated data derived from or incorporating your Personal Information after you update or delete it, but not in a manner that would identify you personally. If Ordr has your Personal Information because of your relationship with one of Ordr's customers, you should first contact that customer before contacting Ordr.

**Consent to Commercial Electronic Messages** 

If you provide us with an email address, You expressly consent to receiving Commercial Electronic Messages from Ordr about your use of the Website, the Ordr Services and our Products.

If you have any questions about Ordr's Commercial Electronic Messages, you can contact Ordr at:

Ordr, Inc.

2445 Augustine Drive Suite 601

Santa Clara, CA 95054 Attention: [ Data Privacy Officer ] or by emailing dataprivacy@ordr.net.

If you do not want to receive Commercial Electronic Messages from Ordr, please indicate your preference by emailing at unsubscribe-dataprivacy@ordr.net.

Rights to Object or Restrict Processing or Personal Information. If Ordr has your Personal Information because of your relationship with one of Ordr's customers, you should first contact that customer before contacting Ordr. You may, however, at any time revoke your consent to the collection, processing and use of your Personal Information by emailing <a href="mailto:dataprivacy@ordr.net">dataprivacy@ordr.net</a>.

Upon receipt of your request, Ordr will delete your personal data provided Ordr may retain any data which is required for billing and accounting purposes or which is subject to legal retention requirements. In addition, if you discover any errors in data, you may contact us by emailing dataprivacy@ordr.net and we will correct it.

Right to be informed of the appropriate safeguards where Personal Information is transferred to a third country or to an international organization If Ordr has your Personal Information because of your relationship with one of Ordr's customers, you should first contact that customer before contacting Ordr. Ordr enters into agreements with its customers regarding the safeguards that have been put in place to protect your Personal Information for transfer outside of the European Economic Area.

For transfers to countries without an adequacy decision by the European Commission, Ordr puts appropriate safeguards through contractual obligations. What if I have questions about this policy or if I want to report an abuse of this policy?

If you have any questions or concerns regarding our privacy policies, please send us a detailed message to dataprivacy@ordr.net, and we will try to resolve your concerns.

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