

This site is owned and operated by inVigor Law Group PLLC ("iVLG" or "Firm"). iVLG takes your privacy and the security of your personal information very seriously. Please take a moment to read this Policy and learn about iVLG's general privacy and information security principles. This Privacy and Security Policy ("Policy") applies to all websites currently owned and operated by iVLG, including www.invigorlaw.com, www.seattlesmallbizlawyer.com, and www.corpgovlawyer.com ("Website").

By using this Website or submitting your personal information to us, you agree to our using your personal information in accordance with this Policy. Please do not send us any personal information if you do not want it to be treated in accordance with this Policy.

1. What is "Personal Information"?

In general, your personal information means information by which you, as an individual, can be identified. It includes information such as your name, mailing address, telephone number, and e-mail address. Your personal information may include sensitive personal data, which is information as to your racial or ethnic origin, political opinions, religious, philosophical or similar beliefs, trade union membership, physical or mental health, sexual life, commission of criminal offences and/or involvement in criminal proceedings.

2. Information We Collect

iVLG does not currently collect personal information through this Website **except** for information that:

- 2.1. Your Internet service provider automatically provides to our web server, such as its web site address and possibly your e-mail address;
- 2.2. You send to us in an e-mail message using the consultation scheduling that is part of this Website's functionality;
- 2.3. You send us when you sign up on this Website for our newsletter,;
- 2.4. You send us via this Website in the course of an application for employment;
- 2.5. You submit to us in a question you submit using our Q & A service.

3. How We Use Your Personal Information

iVLG may use personal information collected from this Website for the following purposes:

- 3.1. Providing you with legal services if you are or become a client;
- 3.2. Responding to and otherwise processing your requests and applications;
- 3.3. Monitoring and improving the performance and content of this Website, analyzing Website usage, and creating internal reports; and
- 3.4. Contacting you and delivering information (including marketing material) to you that you have requested or that we believe may interest you, such as administrative notices, details of our services, updates on legal developments and communications relevant to your use of our Website.

We will treat your personal information in accordance with this Policy and applicable law.

4. **Location of Processing and Data Transfer**

Your personally identifiable information may be controlled and processed by any of the firm's offices, the location of which may change from time to time. You acknowledge and agree that we may transfer your personally identifiable information between our offices. We will use reasonable security measures to keep your personally identifiable information confidential during any such transfer.

5. **Disclosure to Third Parties**

We may use third parties to provide a service you request and to provide data processing, hosting, storage, emergency recovery services, and similar services to us. It may be necessary for these third parties to have access to personal information you have provided on this Website. These third parties will be required to enter into confidentiality agreements with iVLG that provide adequate protections for the safety and security of your personal information. If you provide personal information directly to any of our third party service providers, then their use of your personal information is subject to their privacy and security policies.

We reserve the right to transfer any personal information we have about you in the event we transfer all or a portion of our business or assets. Should such a transfer occur, we will use reasonable efforts to try to require that the transferee use personal information you have provided through this Website in a manner that is consistent with this Privacy Policy.

We will not otherwise disclose your personal information to third parties without your consent, unless required or permitted to do so by law, including the exercise or defense of our legal rights. We have no obligation to monitor the use of this

Website or to retain the content of any user session. However, we reserve the right at all times to monitor, review, retain, and/or disclose any information as necessary to satisfy any applicable law, regulation, legal process, or governmental request or to cooperate with law enforcement and other authorities in investigating a claim of illegal activity.

6. **Cookies**

In order to better enable us to provide you with customized services and a Website that is easier to use, this Website will place a small data file, known as a "cookie," on your hard drive. You can choose to not receive a cookie file by enabling your web browser to refuse cookies or to prompt you before you accept a cookie. If you do that, the full functionality of this Website may not be available to you and you may be required to enter your user name and password more frequently.

7. **IP Addresses**

We use IP addresses to analyze trends, administer the Website, track users' movements, and gather broad demographic information for aggregate use. We do not link IP addresses to personal information.

8. **Links to Other Websites**

For your convenience, this Website may provide links to other websites. Please be aware that this Policy applies only to the websites owned and operated by iVLG and not to any other site. We recommend you review the privacy and security policies of each website you visit before providing any personal information.

9. **Information From Children**

We do not direct this Website to children under thirteen (13) years of age and we do not knowingly collect personal information submitted by such children. Individuals under eighteen (18) should consult with a parent or guardian about the use of this Website.

10. **Ownership of Materials**

iVLG owns the information sent to us by means of this Website. If you choose to send us an e-mail message, we may retain the content of the e-mail, your e-mail address and our response.

11. **Access and Rectification**

You have the right to access and to rectify your personal information submitted to us. You may do so by sending an email to team@invigorlaw.com.

12. **Security**

We use physical, electronic and procedural safeguards to protect your personal information, including firewalls. Internally, we employ encryption technologies, user authentication systems and access control mechanisms to secure access to our computer systems and files. We do not guarantee that our safeguards will always work. Please be aware that our information security software may cause some e-mail messages sent via this Website not to be received.

You should be aware that information sent to us using this Website may not be secure in transmission. Please be aware of this when sending any communications.

13. **Modification of Policy**

We may modify this Policy at any time to ensure that it accurately reflects the regulatory environment in which we operate and our data collection and disclosure practices. Your continuing use of this Website constitutes your acceptance of any modification to this Policy in effect at the time of your access. No modification or attempted modification of this Policy by you shall be binding on iVLG.

All changes to this Policy will be posted on this Website, and we encourage you to check back from time to time to review any updates that have been made.

14. **How to Contact Us**

If you have any questions about this Policy or our use of your personal information, please email us at team@invigorlaw.com.

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