

## **MHW Data Privacy Disclaimer**

### **MHW Respects Your Privacy**

When processing personal data, we attach great importance to protecting your privacy and ensuring that your data is secure. This data protection policy tells you about the data we process, why we need them, and how you can lodge an objection to the processing of your data.

### **What personal data do we collect?**

The personal data we collect is limited to information regarding our relationship with you, and that is provided by you. This includes contact information, such as name, telephone number, address or email address, as well as information relating to any matter in which representation is discussed or entered into. Information that cannot be linked to your identity (e.g. statistical information, such as the number of users of our online services) is not considered to be personal data. We do not share attorney-client privileged communications regarding the subject of our representation or work product information unless you consent, or unless we are otherwise required by law.

### **What data are processed when you use our website?**

In general, you may visit our website without providing personal information. When you visit the site, our servers make a temporary record of each access in a log file. The following technical data are collected and stored until they are automatically deleted after no more than seven months:

- The IP address of the computer used to access the site
- The date and time of access
- The website from which access was obtained, as well as the search term used, as applicable
- The name and URL of the accessed file
- The search queries used
- Your computer's operating system (shown by the user agent)
- The browser you are using (shown by the user agent)
- The type of device, if access is obtained through a mobile telephone
- The transmission protocol used

By collecting and processing these data, we promote system security and stability, allow for error and performance analysis, and serve internal statistical needs. This also enables us to optimize our online services. In addition, IP addresses are used to preset the website language. Finally, we insert cookies and use cookie-based applications and tools when users access our website. More detailed information can be found in the next section.

### **What are cookies, and when are they used?**

Cookies are small text files that are placed on your computer when you visit our website. When you return to the website, your browser transmits the information contained in the cookies back to us, and this allows the system to recognize your terminal device. With the help of cookies, we

are able to optimize our website and facilitate its use. We utilize cookies through Google Analytics.

If you opt not to permit the use of cookies, you may deactivate and delete all cookies at any time. For more information, consult your browser's help function. If you choose to deactivate cookies, however, certain functions on our website may no longer be available to you. The deactivation or deletion process must be repeated if you use a different browser or terminal device.

### **How do we use tracking tools?**

We need statistical information about the use of our online services (in particular our website and newsletter) to make them more user-friendly, measure their range and conduct market research. We use web analytics tools for this purpose, specifically Google Analytics. The user profiles we create using these tools and cookies are not linked to personal data. The tools do not use visitors' IP addresses, or they abbreviate them immediately after the information is collected.

In addition to the data listed above (see "What data are processed when you use our websites?"), we gather the following information:

- The user's navigation path on the website
- The length of time the user spends on the website or subpage
- The subpage from which the user leaves the website
- The country, region or city from which the website is accessed
- The terminal device (type, version, color depth, resolution, width and height of the browser window)
- Repeat or new visitor

This information is used to analyze website use. If you want to deactivate Google Analytics, you will find the necessary browser add-on at <http://tools.google.com/dlpage/gaoptout?hl=de>. As explained in the previous section, you can avoid the creation of a user profile by deactivating the use of all cookies.

### **What rights do you have concerning your personal data?**

You have the following rights:

- You are entitled to request information about your stored data.
- You may request that your personal data be corrected, supplemented, blocked or deleted.
- If you have consented to the processing of your data, you may revoke that consent at any time, effective going forward. You may do so via letter or email. See Contact section.

### **Amending this data protection policy**

We reserve the right to amend or supplement this policy at any time, as we see fit and in accordance with data protection law. Please consult this policy on a regular basis.

**Third-parties**

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information. Please see the above sections regarding use of Google Analytics.

**Third party links**

We do not include or offer third-party products or services on our website.

**Protecting your information**

Our website is scanned on a regular basis for security holes and known vulnerabilities in order to make your visit to our site as safe as possible. We also use regular Malware Scanning.

**Contact**

If you have questions about your rights concerning your personal data or related issues, please contact:

Moore, Hill, & Westmoreland, P.A.

Attn: Officer Manager

350 W. Cedar St., Ste. 100

Pensacola, Florida 32502

Phone: 850-434-3541

Email: [jpinette@mhw-law.com](mailto:jpinette@mhw-law.com)