

# WILSON ELSER’S PRIVACY NOTICE

Effective date: July 30, 2025

## NOTICE AT COLLECTION

This notice provides a brief explanation of how Wilson Elser collects, uses, shares, and protects your personal information when you use any of our products and services.

1. **Personal Information We Collect:** As a U.S. law firm, we collect personal information as part of the legal matters that we handle, which includes individuals’ names, addresses, contact information, as well as other personal information as may be relevant to each matter that we handle. From our website visitors, we collect details like your name, contact information, information on your interactions with our website and preferences to improve your experience. Click **here** to view the full details on personal information we collect.
2. **How We Use It:** We use your information to deliver products and services to you, market to you, provide better services, updates, and for other related purposes. Click **here** to view the full details on how we use your personal information.
3. **Who We Disclose Personal Information To:** We may disclose your information with trusted partners and service providers to deliver products and services to you and otherwise improve your experience; we may also disclose your information when required by law. For more information, click **here**.
4. **Your Right to Opt Out from Sale/Sharing Your Data:** Our Website utilizes cookies other tracking technologies for targeted advertising and analytics to deliver personalized, interest-based advertising to you. Some of our online tracking technology practices may be defined as “sale” or “sharing” (or similar terms) under applicable privacy laws. You can opt out at any time. Click **here** to begin opt out.
5. **Your Choices:** You have control over your personal information. Depending on your state or country of residence, applicable privacy laws may afford you certain privacy rights, including the ability to access, delete, or opt out of certain types of personal information processing. To exercise your rights, please email us at **privacy@wilsonelser.com**.

For more details, please review our full Privacy Notice below or email us at [privacy@wilsonelser.com](mailto:privacy@wilsonelser.com) with any questions.

## PRIVACY NOTICE

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Wilson Elser Moskowitz Edelman & Dicker LLP ("Wilson Elser", "we", "us") is dedicated to safeguarding and honoring your privacy. This Privacy Notice outlines our practices of collecting and handling personal information that we obtain from various sources such as clients, potential clients, job candidates, lateral partners, website visitors, office visitors, suppliers, consultants, and other third parties ("you" or "your"). This Privacy Notice furthermore applies both to our offline and online information practices, including information collected via the website [www.wilsonelser.com](http://www.wilsonelser.com), via any microsites that we own or manage, via our applications and via any of our social media accounts (our "Platform"). The term "personal information" mentioned in this Privacy Notice refers to any information that can be used to identify you or that identifies you directly.

Please note that our information practices with respect to the personal information of our employees are addressed in our internal employee privacy Notice.

BY USING OR ACCESSING OUR PLATFORM IN ANY MANNER, YOU ACKNOWLEDGE THAT YOU ACCEPT THE PRACTICES AND POLICIES OUTLINED IN THIS NOTICE, AND YOU HEREBY CONSENT THAT WE WILL COLLECT, USE, AND SHARE YOUR INFORMATION IN THE FOLLOWING WAYS UNLESS OTHERWISE REQUIRED BY LAW. IF YOU DO NOT AGREE WITH THIS PRIVACY NOTICE, PLEASE DO NOT INTERACT WITH AND NAVIGATE AWAY FROM THE PLATFORM. IF YOU USE OR

INTERACT WITH THE PLATFORM ON BEHALF OF ANOTHER INDIVIDUAL OR ENTITY (SUCH AS YOUR EMPLOYER), YOU REPRESENT THAT YOU ARE AUTHORIZED BY SUCH INDIVIDUAL OR ENTITY TO ACCEPT THIS PRIVACY NOTICE ON SUCH INDIVIDUAL'S OR ENTITY'S BEHALF. YOU REPRESENT AND WARRANT THAT THE INFORMATION THAT YOU ARE INPUTTING IS ACCURATE.

**(A) Personal Information We Collect**

As a law firm providing professional services, we collect personal information for the purposes of providing services to you and for related business purposes disclosed in this Privacy Notice. Personal information means information that is linked or reasonably linkable to an identified or identifiable individual. The types of personal data relating to you that we may collect, and the purposes for which we process this data, depends on the nature of your interaction with us.

In particular, we may have collected the following categories of personal information from consumers within the last twelve (12) months:

<b>Nature of Your Interaction With Us</b>	<b>Categories of Data Collected</b>
Visitors to our Platform	<p>If you visit our websites or interact with use via our Platform, we may collect the following categories of information about you:</p> <ul style="list-style-type: none"> <li>• Identifiers such as your real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, account name, or other similar identifiers.</li> <li>• Personal information described in the California Consumer Records Act, Section 1798.80, subdivision (e). This may also include your name, address, telephone number, and information as to your current employment.</li> <li>• Internet or other electronic network activity information, including, but not limited to, browsing history, search history, and information regarding your interaction with our websites.</li> <li>• Approximate geolocation data. For example, we may receive information about what city and state your device is located in when accessing our websites.</li> <li>• Professional or employment-related information. For example, we may receive information as to which company you are employed or affiliated with.</li> </ul>

<p>Clients</p>	<p>While providing services to clients or potential clients, we collect and use personal information about individual clients, employees, and business owners; as well as other parties who may have dealings with our clients in the context of transactions, investigations, or disputes. The sources of this personal information are our clients themselves, public websites, social media platforms, research services, subpoenas and discovery requests, and other third-party sources. Our collection of personal information directly from our clients is governed by our ethical obligations in the context of an attorney-client relationship.</p> <p>The categories of information we may collect regarding our clients (depending on the nature of our representation) include:</p> <ul style="list-style-type: none"> <li>• Identifiers, such as a real name, alias, postal address, email address, account name, social security number, driver’s license number, passport number, or other similar identifiers.</li> <li>• Any personal information described in the California Consumer Records Act, Section 1798.80, subdivision (e) (name, signature, social security number, physical characteristics or description, address, telephone number, passport number, driver’s license or state identification card number, insurance Notice number, education, employment, employment history, bank account number, credit card number, debit card number, or any other financial information, medical information, or health insurance information).</li> <li>• Characteristics of protected classifications under California or federal law.</li> <li>• Commercial information, including records of personal property, products or services purchased, obtained, or considered, or other purchasing or consuming histories or tendencies.</li> <li>• Internet or other electronic network activity information, including, but not limited to, browsing history, search history, and information regarding a consumer’s interaction with an internet website application, or advertisement.</li> <li>• Professional or employment-related information.</li> <li>• Education information, defined as information that is not publicly available personally identifiable information as defined in the Family Educational Rights and Privacy Act (20 U.S.C. Sec. 1232g; 34 C.F.R. Part 99).</li> <li>• Sensitive personal information.</li> </ul>
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Prospective clients; readers of our published materials; viewers of our webinars; and attendees at our events	<p>With respect to prospective clients, readers of our published materials, viewers of our webinars and attendees at our events, we may collect:</p> <ul style="list-style-type: none"> <li>• Identifiers, such as a real name, alias, postal address, email address, account name, social security number, driver’s license number, passport number, or other similar identifiers.</li> </ul>
Visitors to our offices	<p>With respect to visitors to our offices, we may collect:</p> <ul style="list-style-type: none"> <li>• Identifiers, such as a real name, alias, postal address, email address.</li> </ul> <p>Additionally, the owners or managers of our office buildings may collect audio, electronic, or similar information on our visitors, such as CCTV footage, that may be shared with us in certain circumstances, such as to help investigate and prosecute crimes.</p>

**(B) Categories Of Sources From Which We Collect Personal Information**

We obtain the categories of personal information listed above from the following categories of sources:

- Directly from you or your representatives. For example, information that our clients provide to us related to their legal representation or registration information that attendees of our events provide at sign up.
- Operating systems and platforms. For example, we collect information about your device’s interaction with our websites and applications.
- Our vendors and third-party partners. For example, we may receive personal information on our California job applicants through a background check.

**(C) Purposes For Collecting Personal Information From Consumers**

We collect personal information to:

- Provide the information and/or legal services you request
- To operate, troubleshoot, and improve our offering of services
- Respond to your inquiries
- To understand how people use our services, including by generating and analyzing statistics
- Operate and improve online services
- Personalize online and offline content
- Market, advertise and assess the effectiveness of our events, promotional campaigns, publications, and services
- To send you newsletters, legal updates, marketing communications, and other information or materials that may interest you

- Maintain safety in our offices and combat illegal activities
- For internal administration, data analysis, billing, and detecting, preventing, and responding to actual or potential fraud, illegal activities, or intellectual property infringement
- Comply with legal obligations and to enforce our rights
- To host, store and otherwise process information needed for business continuity and disaster recovery
- To evaluate or conduct a merger, reorganization, dissolution, or other sale or transfer of some or all of our assets, or similar corporate transaction or proceeding, in which personal information held by us is among the assets transferred.

#### **(D) Disclosure of Personal Information to Our Service Providers**

In order to fulfill the purposes identified in Section C above, we may partner with service providers. For example, we may partner with electronic communication partners to communicate with you and to provide our online services to you. We may disclose your personal information to a service provider for a disclosed business purpose. When we disclose personal information for a business purpose, we enter a contract that describes the purpose and requires the service provider to both keep that personal information confidential and not use it for any purpose except performing the contract. Our agreements with our service providers shall impose similar terms with respect to information practices as set forth in this Notice, and will be not less protective than those imposed on Wilson Elser.

#### **(E) Sale and Sharing of Personal Information**

While under most circumstances Wilson Elser's information practices do not involve sale or sharing of consumer personal information, some consumer privacy laws broadly define these and similar terms. According to California consumer privacy law, a "sale" includes disclosing, making available or communicating personal information to a third party (except our service providers or contractors) in exchange for monetary or other valuable consideration. "Sharing" includes disclosing, making available or communicating personal information to a third party for cross-context behavioral advertising, whether or not for any monetary or valuable consideration.

Under no circumstances does Wilson Elser sell or share personal information we collect from our clients, potential clients, business contacts, website and application users (other than as disclosed under Cookies below), event attendees, office visitors or others who interact with us. Wilson Elser does not sell or share the personal information of known minors under 18 years of age.

Certain of our services to our clients and prospective clients may be deemed a "sale" or "sharing" under applicable law. For example, we utilize web analytics services such as Google Analytics to track the performance of our websites and applications, to understand our target audiences better and tailor our thought leadership strategies accordingly. This data helps us identify areas for improvement and make informed decisions to enhance our digital presence, to analyze traffic sources and measure the effectiveness of marketing channels, allowing us to allocate resources effectively. Furthermore, we can assess the performance of our content, identify popular pages, and create more valuable content for our audience.

In the preceding 12 months, we have sold or shared to third parties the following categories of personal information:

<b>Categories of Personal Information Sold or Shared</b>	<b>Categories Of Third Parties To Whom The Information Was Sold Or Shared</b>
Internet or other electronic network activity information	web analytics providers, such as Google Analytics and HubSpot

Consumers have the right to opt out of the sale and sharing of personal information. To exercise this right, please follow following the instructions on our [Your Privacy Choices link](#).

### **(F) Information on Consumers Under The Age of Sixteen (16)**

We do not knowingly collect any personal information from visitors or users of our Website and/or who are under the age of 16. If you are under 16, please do not give us any personal information. We encourage parents and legal guardians to monitor their children’s Internet usage and to help enforce our Notice by instructing their children to never provide personal information through the Internet without their permission. If you have reason to believe that a child under the age of 16 has provided personal information to us, please contact us, and we will endeavor to delete that information from our databases.

### **(G) Our Use of Consumers’ Sensitive Personal Information**

While the definition of “sensitive personal information” may differ from state to state, it may include information that reveals a consumer’s social security, driver’s license, state identification card, or passport number; certain financial account details allowing access to such account; precise geolocation; racial or ethnic origin, religious or philosophical beliefs, or union membership; genetic data; as well as certain processing of biometric information, health information, and sexual life/orientation information.

We may collect and process sensitive personal information as part of our legal representation of our clients. We do not disclose sensitive personal information to third parties without your express consent, such as for background check purposes. If we need to share sensitive personal information with background check service providers, we will do so pursuant to a data sharing agreement as required by the applicable law.

### **(H) Cookies and Similar Technologies**

Cookies are small text files placed on your device to store data that can be recalled by a web server in the domain that placed the cookie. We use cookies and similar technologies for storing and honoring your preferences and settings when accessing and interacting with our websites, combating fraud, analyzing how our websites and applications perform, customizing advertisements, and fulfilling other legitimate purposes. We also may use “web beacons” to help deliver cookies and gather usage and performance data. Our websites may include web beacons, cookies, or similar technologies from third-party service providers.

You have a variety of tools to control the data collected by cookies, web beacons, and similar technologies. For example, you can use controls in your internet browser to limit how the websites you visit are able to use cookies and to withdraw your consent by clearing or blocking cookies.

We may allow certain third parties, such as data analytics or online advertising service providers, to collect your browsing activity on our websites and applications in a manner that may be deemed to involve a sale of personal information under applicable law.

Through our use of these third party tools, we may have sold to such third parties the following categories of personal information of our website and application users within the last twelve (12) months:

- Internet or other electronic network activity information

Depending on your state of residence, you may have the right to opt out of the sale and sharing of personal information. To exercise this right, please follow the instructions on [Your Privacy Choices link](#).

### **(I) How Long Your Personal Information Will Be Kept**

We will keep your personal information while you have an account with us or while we are providing services to you. Thereafter, we will keep your personal information for as long as is necessary:

- To respond to any questions, complaints or claims made by you or on your behalf
- To provide services as contracted for by you
- To comply with legal obligations and to enforce our rights
- To show that we treated you fairly
- To keep records required by law

We will not retain your personal information for longer than necessary for the purposes set out in this Notice. Different retention periods apply for different types of personal information. When it is no longer necessary to retain your personal information, we will delete or anonymize it.

### **(J) U.S. Consumers' Privacy Rights**

Depending on your state of residence, you have certain rights with respect to your personal information that we collect and use. These may include:

*Right to Know* - the right to know what personal information the business has collected about the consumer, including the categories of personal information, the categories of sources from which the personal information is collected, the business or commercial purpose for collecting, selling, or sharing personal information, the categories of third parties to whom the business discloses personal information, and the specific pieces of personal information the business has collected about the consumer.

You may also have the right to request that we transfer information about you to a third party. Once we receive and confirm your verifiable consumer request, we will disclose to you:

- The categories of personal information we collected about you.
- The categories of sources for the personal information we collected about you.
- Our business or commercial purpose for collecting or selling that personal information.
- The categories of third parties with whom we share that personal information.
- The specific pieces of personal information we collected about you (also called a data portability request).
- If we sold or disclosed your personal information for a business purpose, two separate lists disclosing:
  - sales, identifying the personal information categories that each category of recipient purchased; and
  - disclosures for a business purpose, identifying the personal information categories that each category of recipient obtained.
- If requested by you, we will provide you with a copy of the personal information you provided to us, in a structured, commonly used and machine-readable format and/or transmit that data to a third party.

*Right to Delete* - the right to request that we delete any of your personal information that we collected from you and retained, subject to certain exceptions. Once we receive and confirm your verifiable consumer request, we will delete (and direct our service providers to delete) your personal information from our records, unless an exception applies.

We may deny your deletion request if retaining the information is necessary for us or our service providers to:

1. Complete the transaction for which we collected the personal information, provide a good or service that you employer requested, take actions reasonably anticipated within the context of our ongoing business relationship with you, or otherwise perform our contract with you.
2. Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity, or prosecute those responsible for such activities.
3. Debug products to identify and repair errors that impair existing intended functionality.
4. Exercise free speech, ensure the right of another consumer to exercise their free speech rights, or exercise another right provided for by law.
5. Comply with the California Electronic Communications Privacy Act (Cal. Penal Code § 1546 *seq.*).
6. Engage in public or peer-reviewed scientific, historical, or statistical research in the public interest that adheres to all other applicable ethics and privacy laws, when the information's deletion may likely render impossible or seriously impair the research's achievement, if you previously provided informed consent.
7. Enable solely internal uses that are reasonably aligned with consumer expectations based on your or your employer's relationship with us.
8. Comply with a legal obligation.
9. Make other internal and lawful uses of that information that are compatible with the context in which you or your employer provided it.

*Right to Correct* - the right to request that we update any information about you that is inaccurate or incomplete. Once we receive and confirm your verifiable consumer request, we will update (and direct our service providers to update) your personal information in our records. You also have the right to require us to restrict processing of your personal information in certain circumstances, e.g. if you contest the accuracy of the personal information.

*Right to Opt-Out of the Sale or Sharing of Personal Information* - the right to opt-out of the sale or sharing of their personal information by us. Once we receive and confirm your verifiable consumer request, we will no longer sell or share your personal information.

*Right to Limit the Use or Disclosure of Sensitive Personal Information* - the right to request that we limit our use of your sensitive personal information to that which is necessary to perform the services or provide the goods that you reasonably expect of us, with some narrowly tailored exceptions.

#### *Right to Non-Discrimination*

We will not discriminate or retaliate against you for exercising any of your privacy rights. In that regard, we will not take the following actions in response to your exercising of your privacy rights, unless permitted by the applicable laws:

- Deny you services.
- Charge you different prices or rates for services, including through granting discounts or other benefits, or imposing penalties.
- Provide you a different level or quality of services.
- Suggest that you may receive a different price or rate for services or a different level or quality of services.

### **(K) Notice To European Union and UK Residents**

This notice should be read in conjunction with the rest of our Privacy Notice. This section is intended to inform European Residents of their rights and to provide disclosures as required under the European Union’s (“EU”) General Data Protection Regulation (“EU GDPR”) and the United Kingdom’s (“UK”) GDPR (“UK GDPR”). Wilson Elser is the data controller for the website you are currently accessing. For more information on how to contact us, please see section labeled “Contact Information.”

For information on what personal data we collect and for what purposes, please go to the section labeled “Personal Information We Collect” and “Purposes For Collecting Personal Information From Consumers” in our Privacy Notice.

For information on what personal information we may disclose to third parties, please go to the sections labeled “Disclosure of Personal Information to Our Service Providers” and “Sale and Sharing of Personal Information.”

For more information on cookies, how Wilson Elser uses cookies, what types of cookies we use, and how to manage your cookies, please go to the section labeled “Cookies and Similar Technologies.”

## 1. Legal Basis For Processing Data

We recognize that your personal data belongs to you, and you have the right to control how it is used. Therefore, we rely on your freely given, informed, and explicit consent as the lawful basis for processing your personal data.

When you provide your consent, you are granting us permission to process your personal data for specific purposes that are set forth in our Privacy Notice and clearly explained to you at the time of data collection. You have the right to withdraw your consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.

Here are some key points to understand about consent as the basis for processing personal data:

- **Voluntary Consent:** Your consent is entirely voluntary, and you are not obligated to provide it. If you choose not to consent or withdraw your consent, it may limit our ability to provide certain services or engage with you in specific ways.
- **Informed Consent:** We will provide you with clear and accessible information about the processing activities that require your consent. This information will include the purposes of processing, the types of data involved, and the duration for which your consent is valid.
- **No Pre-Ticked Boxes:** We will not use pre-ticked boxes or other default settings that assume your consent. You will actively and affirmatively provide consent through a clear and unambiguous action, such as ticking a box, clicking a button, or signing a consent form.
- **Withdrawal of Consent:** You have the right to withdraw your consent at any time by contacting us using the contact details provided in this Privacy Notice. Withdrawal of consent will not affect the lawfulness of processing based on consent before its withdrawal.

## 2. European and UK Residents’ Rights And Choices

This section describes your privacy rights if you live in the European Union or the United Kingdom and how to exercise those rights.

*Right to Access* – EU/UK residents have the right to request a copy of the information we hold about you. Before we provide a substantive response to your request for information, we will verify your identity to make certain you are who you say you are. We will respond within 30 days of receiving your written request.

We will not disclose in response to an access request your government-issued identification number, financial account number, health insurance or medical identification number, an account password, security questions and answers, biometric data, or biometric identifiers. We will, however, inform you or your representative with sufficient particularity if we have collected that type of information.

*Right to Erase* – You have the right to request that we delete any of your personal information that we collected from you and retained, subject to certain exceptions. Once we receive and confirm your verifiable consumer request, we will delete (and direct our service providers to delete) your personal information from our records, permanently and completely erasing your personal information from our existing systems, except from archive or backup systems, or de-identifying the personal information such that it cannot reasonably be used to infer information about, or otherwise be linked to you. Under certain circumstances, we may be forced to object to your request to erase, such as when we are under a legal obligation to maintain your personal information. If such circumstances apply to your request, we will advise you in writing in response to your request.

*Right to Rectification* – You have the right to request that we update any information about you that is inaccurate or incomplete. Once we receive and confirm your rectification request, we will update (and direct our service providers to update) your personal information in our records, except archive or backup systems. In the alternative, we may provide you with instructions as to how you may correct your personal information yourself, such as via a player portal. We may request documentation supporting that your requested correction is accurate. You also have the right to require us to restrict processing of your personal information in certain circumstances, e.g. if you contest the accuracy of the personal information.

*Right to Restrict Processing, Right to Object* – The right to restrict processing allows individuals to temporarily halt the processing of their personal data by us under certain circumstances. This right can be exercised when the accuracy of the data is disputed, the processing is unlawful, or you object to processing while awaiting verification of the legitimate grounds for processing. During the restriction period, the data can only be stored, and certain limited operations may be conducted with the data, such as for legal claims or to protect the rights of another person. This provision aims to give individuals more control over their data and protect their interests when concerns or disputes arise regarding the processing of their personal information.

You also have a right to object to the processing of your personal data for direct marketing purposes, scientific or historical research purposes, or statistical purposes. When an objection is raised, we will cease processing your data unless we demonstrate compelling legitimate grounds for the processing or if the processing is necessary for establishment, exercise or defense of legal claims.

*Right to Data Portability* – You have the right to receive your personal data in format that is structured, commonly used, and machine-readable. This right is designed to enhance your control over your data by allowing you to easily transfer it to other service providers or organizations of your choice.

To exercise your rights, please go to the section labeled “Managing Your Privacy Rights and Choices.”

## **(L) Notice To Canadian Consumers**

This notice should be read in conjunction with the rest of our Privacy Notice. This section is intended to inform Canadian Residents of their rights. This Privacy Notice applies to personal data that Wilson Elser collects or processes about an individual resident of Canada (“Consumer”).

For information on what personal data we collect and for what purposes, please go to the section labeled “Personal Information We Collect” and “Purposes For Collecting Personal Information From Consumers” in our Privacy Notice.

For information on what personal information we may disclose to third parties, please go to the sections labeled “Disclosure of Personal Information to Our Service Providers” and “Sale and Sharing of Personal Information.”

For more information on cookies, how Wilson Elser uses cookies, what types of cookies we use, and how to manage your cookies, please go to the section labeled “Cookies and Similar Technologies.”

### **1. Canadian Residents’ Rights And Choices**

*Right to Access* – Canadian residents have the right to request a copy of the information we hold about you. Before we provide a substantive response to your request to access your personal information, we will verify your identity to make certain you are who you say you are. We will respond within 30 days of receiving your written request.

We will not disclose in response to an access request your government-issued identification number, financial account number, health insurance or medical identification number, an account password, security questions and answers, biometric data, or biometric identifiers. We will, however, inform you or your representative with sufficient particularity if we have collected that type of information.

*Right to Accurate Data* – You have the right to request that we update any information about you that is inaccurate or incomplete. Once we receive and confirm your rectification request, we will update (and direct our service providers to update) your personal information in our records, except archive or backup systems. In the alternative, we may provide you with instructions as to how you may correct your personal information yourself, such as via a player portal. We may request documentation supporting that your requested correction is accurate. You also have the right to require us to restrict processing of your personal information in certain circumstances, e.g. if you contest the accuracy of the personal information.

To exercise your rights, please go to the section labeled “Managing Your Privacy Rights and Choices.”

## **(M) Notice To Residents Of Jurisdictions Other Than the United States, Canada and the European Union/ the United Kingdom; Territoriality Notice**

If you are a resident of a jurisdiction other than the US, Canada, EU or UK, please be aware that the laws of your jurisdiction may confer upon you similar or additional rights with respect to your personal information compared to the rights outlined in this Privacy Notice. To learn more about your specific rights and how to exercise them, we encourage you to contact us at [privacy@wilsonelser.com](mailto:privacy@wilsonelser.com). Your privacy is important to us, and we are dedicated to assisting you in understanding and exercising your privacy rights.

Our computer systems are based in the United States. If you reside in other jurisdictions and if you visit our Website or engage with our services or products, we will collect and process your personal data in the United States, where data protection and privacy regulations may or may not be equal to the level of protection in other parts of the world. BY VISITING OUR PLATFORM OR SUBSCRIBING TO OUR SERVICES, YOU UNEQUIVOCALLY AND UNAMBIGUOUSLY CONSENT TO THE COLLECTION AND PROCESSING IN THE UNITED STATES OF YOUR PERSONAL INFORMATION COLLECTED OR OBTAINED BY US THROUGH YOUR VOLUNTARY SUBMISSIONS, AND THAT UNITED STATES LAW GOVERNS ANY SUCH COLLECTION AND PROCESSING.

## **(N) Managing Your Privacy Rights And Choices**

### **1. Exercising Your Rights**

To exercise the rights described above, please submit a verifiable consumer request to us by either:

Email: [privacy@wilsonelser.com](mailto:privacy@wilsonelser.com)

Postal Address: Wilson Elser, 150 East 42<sup>nd</sup> Street New York, NY 10017

You may be limited in the number of verifiable consumer requests for access or data portability in any given 12-month period (for example, twice per 12-month period for California residents). The verifiable consumer request must:

- Provide sufficient information that allows us to reasonably verify you are the person about whom we collected personal information or a legally authorized representative.
- Describe your request with sufficient detail that allows us to properly understand, evaluate, and respond to it.
- Before responding to your privacy rights request, we must verify your identity. We will do so by matching at least two reliable data points from your request to the information that we maintain about you. For certain more sensitive personal information, we may require further verification, including obtaining the consumer's signed declaration under penalty of perjury to further confirm that the requestor is the consumer. Once you contact us to exercise your rights, we will further guide you as to our verification process.

We cannot respond to your request or provide you with personal information if we cannot verify your identity or authority to make the request and confirm the personal information relates to you. Making a verifiable consumer request does not require you to create an account with us. We

will only use personal information provided in a verifiable consumer request to verify the requestor's identity or authority to make the request.

Under certain circumstances, we may deny your request for the reasons permitted by the applicable law, which we will specifically identify for you. You have the right to appeal our denial of a rights request. If you would like to appeal a denial of a rights request, please contact us via email at [privacy@wilsonelser.com](mailto:privacy@wilsonelser.com).

If you are a European Union resident and remain unhappy with a response you receive from Wilson Elser, you have a right to contact your data protection supervisory authority (see <https://ec.europa.eu/newsroom/article29/items/612080> for Europe, or <https://ico.org.uk/make-a-complaint> for the United Kingdom).

## **2. Authorized Agents**

Only you or a person that you or your employer authorize to act on your behalf may make a verifiable consumer request related to your personal information. You may also make a verifiable consumer request on behalf of your minor child. You may use an authorized agent to submit a privacy rights request on your behalf if you provide the authorized agent a written permission signed by you. We may also require you to do either of the following:

- (1) Verify your own identity directly with us.
- (2) Directly confirm with us that you provided the authorized agent permission to submit the request.

We may deny a request from an authorized agent if the agent cannot does not provide to us your signed permission demonstrating that they have been authorized by the consumer to act on your behalf or if you do not confirm to us that you provided the authorized agent permission to submit the request.

The requirement to obtain and provide written permission from the consumer does not apply to requests made by an opt-out preference signal.

## **3. Response Timing and Format**

We will acknowledge your request no later than ten (10) business days after receiving your request to delete, request to correct, or request to know and provide information about how we will process the request. The information provided shall describe in general our verification process and when you should expect a response, except in instances where we have already granted or denied the request.

We shall respond to a verifiable consumer request within 45 calendar days of its receipt. If you are a European Resident, we will respond within 30 days of receiving your written request. If we require more time (up to 90 days), we will inform you of the reason and extension period in writing. If you have an account with us, we will deliver our written response to that account. If you do not have an account with us, we will deliver our written response by mail or electronically, at your option. For California residents, any disclosures we provide will only cover the 12-month

period preceding the verifiable consumer request's receipt. The response we provide will also explain the reasons we cannot comply with a request, if applicable. For data portability requests, we will select a format to provide your personal information that is readily useable and should allow you to transmit the information from one entity to another entity without hindrance.

We do not charge a fee to process or respond to your verifiable consumer request unless it is excessive, repetitive, or manifestly unfounded. If we determine that the request warrants a fee, we will tell you why we made that decision and provide you with a cost estimate before completing your request. For example, in cases where requests from a consumer are distinctly unsubstantiated or excessive, in particular because of their repetitive character, we may either charge a reasonable fee, in our discretion, taking into account the administrative costs of providing the information or communication or taking the action requested; or refuse to act on the request altogether.

### **(O) Universal Opt-Out Mechanisms**

Our Website recognizes the Global Privacy Control (“GPC”) signal. If you are using a browser setting or plug-in that sends an opt-out preference signal to each website you visit, we will treat that as a valid request to opt out. GPC is a feature available in some web browsers that allows users to communicate their preference for not being tracked across websites. Currently, only certain internet browsers (such as DuckDuckGo, Brave, Mozilla Firefox) or a separately installed plug-in enable universal opt-out signals. While the GPC and universal opt-out signals are still developing, we are monitoring the status of implementation and are consistently configuring our Website to honor consumer’s opt-out signals.

To download and use a browser supporting the GPC browser signal, click here: <https://globalprivacycontrol.org/orgs>. If you choose to use the GPC signal, you will need to turn it on for each supported browser or browser extension you use. If you want to turn on Global Privacy Control on your browser, you can follow these steps:

1. Open your web browser and go to the settings or preferences menu. The location of this menu may vary depending on the browser you are using.
2. Look for the "Privacy" or "Security" section in the settings or preferences menu.
3. Scroll down to find the option for "Global Privacy Control" or "Do Not Track."
4. Toggle the switch to turn on Global Privacy Control. In some browsers, you may need to check a box or select a radio button to enable this feature.
5. Once GPC is turned on, your browser will send a signal to websites that you do not want to be tracked. However, it's important to note that not all websites may honor this signal, and some may continue to track your activity.
6. To verify that GPC is working, you can visit the website <https://globalprivacycontrol.org/> and check if it displays a message indicating that your browser is sending the "Do Not Track" signal.

By turning on GPC on your browser, you can have greater control over your online privacy and limit the amount of information that websites and advertisers can collect about you.

Some internet browsers incorporate a “Do Not Track” feature that signals to websites you visit that you do not want to have your online activity tracked. Given that there is not a uniform way that browsers communicate the “Do Not Track” signal, our Website does not currently recognize, respond to or alter its practices when it receives “Do Not Track” signals.

### **(P) Keeping Your Personal Information Secure**

Wilson Elser has reasonable technical, physical and administrative security measures in place to prevent personal information from being accidentally lost or used or accessed in an unauthorized way. These measures offer appropriate reasonable security level, taking into account the state of the technology, the implementation costs and also the nature, the scale, the context and the processing purposes. We limit access to your personal information to those who have a genuine business need to access it. Those processing your information will do so only in an authorized manner and are subject to a duty of confidentiality. The measures are also intended to prevent unnecessary collection and further processing of personal information. The personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems, and are required to keep the information confidential. We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

### **(Q)Disclaimer/Limitation Of Liability For Data Input Errors**

Wilson Elser is not responsible for any errors that are made by you in inputting data, nor for data entered by someone using your credentials. PLEASE SECURE YOUR CREDENTIALS AND DO NOT DISCLOSE THEM TO ANYONE ELSE. If your credentials are compromised, please notify us at [privacy@wilsonelser.com](mailto:privacy@wilsonelser.com).

Under no circumstances shall Wilson Elser be liable to you, including but not limited to any liability for the system not being available for use, for lost or corrupted data, for errors in the documentation provided to you, if any, or for the failure of data archiving. Please keep track of your own time in case of a system malfunction. Except as expressly agreed with our client, Wilson Elser will not be liable for any consequential, special, indirect, or punitive damages, even if advised of the possibility of such damages, or for any claim by any third party.

### **(R) Changes To Our Privacy Notice**

We reserve the right to amend this Notice at our discretion and at any time. When we make changes to this Notice, we will notify you by email or through a notice on our websites’ homepages and/or through our applications login screen. You will also be able to determine the date that our current Notice has become effective, by viewing the Effective Date at the top of this document.

### **(S) Contact Information**

Our privacy program is managed by us in-house. If you have any questions or comments about this Notice, the ways in which we collect and use your personal information, your choices and rights regarding such use, or wish to exercise your rights under this Notice, please do not hesitate to contact us at:

Email: [privacy@wilsonelser.com](mailto:privacy@wilsonelser.com)

Postal Address: Wilson Elser, 150 East 42nd Street New York, NY 10017