#### **Privacy Policy**

This Privacy Policy discloses the privacy practices for the <u>www.ttagency.com</u> site and various related services (together referred to as the "Site"). Talent Tree Agency, LLC, the provider of the Site (referred to as "Company"), is committed to protecting your privacy online. Please read the information below to learn the following regarding your use of this Site ("User").

User acknowledges that this Privacy Policy is part of our Site Terms of Use, and by accessing or using our Site, you agree to be bound by all of its terms and conditions. If you do not agree to these terms, please do not access or use this Site.

Company reserves the right to change this Privacy Policy at any time. Such changes, modifications, additions, or deletions shall be effective immediately upon notice thereof, which may be given by means including, but not limited to issuing an email to the email address listed by registered users and posting the revised Policy on this page. You acknowledge and agree that it is your responsibility to maintain a valid email address as a registered user, review this Site and this Policy periodically and to be aware of any modifications. Your continued use of the Site after such modifications will constitute your: (a) acknowledgment of the modified Policy; and (b) agreement to abide and be bound by the modified Policy.

#### 1. Types of Information Collected

In order to better provide you with our numerous services, Company collects two types of information about our users: Personally Identifiable Information and Non-Personally Identifiable Information. Our primary goal in collecting information from you is to provide you with a smooth, efficient, and customized experience while using our Site.

Personally Identifiable Information: This refers to information that lets the Company know the specifics of who you are. When you engage in certain activities on this Site, such as registering for an account, ordering an event, submitting content and/or posting content in a Client account or User profile or other public areas, entering a contest or sweepstakes, filling out a survey, or sending the Company feedback. Company may ask you to provide certain information about yourself by filling out and submitting an online form. It is completely optional for you to elect to engage in these activities, however, Company may ask that you provide the Company with personal information, such as your first and last name, mailing address (including zip code), email address, and other personal identifying information. When ordering products or services on the Site, you may be asked to provide a credit card number. Depending upon the activity, some of the information Company asks you to provide is identified as mandatory and some as voluntary. If you do not provide the mandatory data with respect to a particular activity, you will not be able to engage in that activity.

Non-Personally Identifiable Information: This refers to information that does not by itself identify a specific individual. Company gathers certain information about you based upon where you visit on our Site in several ways. This information is compiled and analyzed on both a personal and an aggregated basis. This information may include the website's Uniform Resource Locator("URL") that you just came from, which URL you next go to, what browser you are using, and your Internet Protocol ("IP") address. A URL is the global address of documents and other resources on the World Wide Web. An IP address is an identifier for a computer or device on a Transmission Control Protocol/Internet Protocol ("TCP/IP") network, such as the World Wide Web. Networks like the Web use the TCP/IP protocol to route information based on the IP address of the destination. In other words, an IP address is a number that is automatically assigned to your computer whenever you are surfing the web, allowing web servers to locate and identify your computer. Computers require IP addresses in order for users to communicate on the internet.

## 2. Collection Methods and Use of Information

Company does not collect any Personally Identifiable Information about you unless you voluntarily provide it to the Company. You provide certain Personally Identifiable Information to us when you (a) register for our services and register your email address with Company; (b) enter sweepstakes or contests sponsored by the Company or one of our partners; (c) sign up for special offers from selected third parties; (d) send email messages, submit forms or transmit other information by telephone or letter; or (e) submit your credit card or other payment information when ordering and purchasing products and services on our Site. Company may also collect information from you at other points on our Site that state that such information is being collected.

In addition, Company may also collect, or our third-party ad server and/or content server may collect, certain Non-Personally Identifiable Information. This information is ultimately stored in the form of store categories, and, in some cases, specific URLs. Company uses your IP address to diagnose problems with our servers, software, to administer our Site and to gather demographic information. Our third-party ad servers will also provide the Company with summary, but not individual, reports that will tell the Company how many ads were presented and clicked upon at our Site.

Company will primarily use your Personally Identifiable Information to provide our services to you, as required by our agreements with you. Company will also use Personally Identifiable Information to enhance the operation of our Site, complete orders, improve our marketing and promotional efforts, statistically analyze Site use, improve our product and service offerings, and customize our Site's content, layout, and services. Company may use Personally Identifiable Information to deliver information to you and to contact you regarding administrative notices. Company may also use Personally Identifiable Information to resolve disputes, troubleshoot problems and enforce our agreements with you, including our Site Terms of Use, Sales Terms and Conditions, and this Private Policy.

#### 3. Release of Information

Company does not sell, trade, or rent your Personally Identifiable Information to others. Company provides some of our services through contractual arrangements with affiliates, service providers, partners and other third parties. Company and our service partners use your Personally Identifiable Information to operate our Sites and to deliver their services. For example, Company must release your credit card information to the card-issuing bank to confirm payment for products and services purchased on this Site; release your address information to the Talent performing the services you

ordered; and provide order information to third parties that help Company provides customer service.

Company will encourage our service partners to adopt and post privacy policies. However, the use of your Personally Identifiable Information by our service partners is governed by the privacy policies of those service partners and is not subject to our control.

Occasionally Company may be required by law enforcement or judicial authorities to provide Personally Identifiable Information to the appropriate governmental authorities. Company will disclose Personally Identifiable Information upon receipt of a court order, subpoena, or to cooperate with a law enforcement investigation. Company fully cooperates with law enforcement agencies in identifying those who use our services for illegal activities. Company reserves the right to report to law enforcement agencies any activities that Company in good faith believe to be unlawful.

Company may also provide Non-Personally Identifiable Information about our customers' sales, traffic patterns, and related Site information to third party advertisers, but these statistics do not include any Personally Identifiable Information.

#### 4. Updating and Correcting Information

Company believes you should have the ability to access and edit the Personally Identifiable Information that you have provided to Company. You may change any of your Personally Identifiable Information in your account online at any time by linking to your account in accordance with instructions posted elsewhere on this Site. You may also access and correct your personal information and privacy preferences by writing the Company at:

Talent Tree Agency, LLC 3701 Bristol The Colony, TX 75056

Please include your name, address, and/or email address when you contact Company.

Company encourages you to promptly update your Personally Identifiable Information if it changes. Information associated with past transactions on this Site cannot be deleted. In addition, it may be impossible to completely delete your information without some residual information because of backups.

#### 5. User Choices on Collection and Use of Information

Company may, from time to time, send you email regarding our products and services. In addition, if you indicated upon registration that you are interested in receiving offers or information from Company and our partners, Company may occasionally send you direct mail about products and services that Company feel may be of interest to you. Only Talent Tree Agency, LLC (or agents working on behalf of Talent Tree Agency, LLC, and under confidentiality agreements) will send you these direct mailings and only if you indicated that you do not object to these offers. If you do not want to receive such mailings, simply tell Company when you give Company your personal

information. Or, at any time you can easily edit your account information to no longer receive such offers and mailings.

User also have choices with respect to cookies, as described below. By modifying your browser preferences, you have the choice to accept all cookies, to be notified when a cookie is set, or to reject all cookies. If you choose to reject all cookies some parts of our Site may not work properly in your case.

#### 6. Security of Information

At our Site you can be assured that your Personally Identifiable Information is secure, consistent with current industry standards. The importance of security for all Personally Identifiable Information associated with our user is of utmost concern to Company. Your Personally Identifiable Information is protected in several ways. Access by you to your Personally Identifiable Information is available through a password and unique customer ID selected by you. This password is encrypted. Company recommends that you do not divulge your password to anyone. In addition, your Personally Identifiable Information resides on a secure server that only selected Talent Tree Agency, LLC, personnel and contractors have access to via password. Company encrypts your Personally Identifiable Information and thereby prevent unauthorized parties from viewing such information when it is transmitted to Company.

Personal information that you provide that is not Personally Identifiable Information also resides on a secure server and is only accessible via password. Since this information is not accessible from outside Company you will not be asked to select a password in order to view or modify such information.

In order to most efficiently serve you, credit card transactions are handled by established third party banking, processing agents and distribution institutions. They receive the information needed to verify and authorize your credit card or other payment information and to process your order.

Unfortunately, no data transmission over the internet or any wireless network can be guaranteed to be 100% secure. As a result, while Company strives to protect your Personally Identifiable Information, you acknowledge that: (a) there are security and privacy limitations of the internet which are beyond our control; (b) the security, integrity and privacy of any and all information and data exchanged between User and Company through this Site cannot be guaranteed; and (c) any such information and data may be viewed or tampered with in transit by a third party.

## 7. Cookies

When you use our Site Company will store cookies on your computer in order to facilitate and customize your use of our Site. A cookie is a small data text file, which a website stores on your computer's hard drive (if your Web browser permits) that can later be retrieved to identify User to Company. Our cookies store randomly assigned user identification numbers, the country where you are located, and your first name to welcome you back to our Site. The cookies make your use of the Site easier, make the Site run more smoothly and help Company to maintain a secure Site. You are always free to decline our cookies if your browser permits, but some parts of our Site may not work properly in that case.

Company may use an outside ad serving company to display banner advertisements on our Site. As part of their service, they will place a separate cookie on your computer. Company will not provide any third-party ad server with any of your Personally Identifiable Information or information about your purchases. Company and our third-party ad server will collect and use Non-Personally Identifiable Information about you, such as your IP address, browser type, the server your computer is logged onto, the area code and zip code associated with your server and whether you responded to a particular ad. Other advertisers may also place banner ads on our Site in the same manner as above, but Company will not disclose any Personally Identifiable Information to them.

## 8. Privacy Policies of Third-Party Sites

Except as otherwise discussed in this Privacy Policy, this document only addresses the use and disclosure of information Company collects from you. Other Sites accessible through our Site have their own privacy policies and data collection, use and disclosure practices. Please consult each Site's privacy policy. Company is not responsible for the policies or practices of third parties. Additionally, other companies which place advertising on our Site may collect information about you when you view or click on their advertising through the use of cookies. Company cannot control this collection of information. You should contact these advertisers directly if you have any questions about their use of the information that they collect.

## 9. Children's Online Privacy Protection Act ("COPPA")

Company does not specifically market to children under the age of 13. Please STOP and do not use, view, purchase, or otherwise browse the Site, Services, or Products if you are under 13 years old. If you are younger than 13, you are not permitted to enter any Personal Information on this Site.

If you are a parent and you believe your child under the age of 13 has provided Company with Personal Information, please contact Company immediately to have it removed by emailing Company at <u>admin@ttagency.com</u>.

## **10. Fair Information Practices:**

In order to comply with Fair Information Practices Company will take the following responsive action, should a data breach occur: Company will notify you via email within ten (10) business days of any known breach.

## 11. CAN-SPAM Act of 2003

The CAN-SPAM Act is a U.S. law which establishes rules for commercial email messages, gives you the right to stop certain commercial email messages, gives you the right to stop certain commercial emails from being sent to you, and outlines certain penalties for commercial entities or persons who violate the law. Company collects your email address and name so Company can: (i) Send information, respond to inquiries, and/or other requests or questions; (ii) Send weekly or monthly gallery highlights in our newsletter and (iii) Market to our mailing list or continue to send emails to you after the original transaction has occurred.

In accordance with the CAN-SPAM Act, Company agrees to the following: (i) Company will not use false or misleading subjects or email address; (ii) Company will include our business mailing address and/or physical address in our emails; (iii) Company will monitor third-party email marketing services for compliance; (iv) Company will honor opt-out/unsubscribe requests quickly; and (v) Company will allow users to unsubscribe by using the appropriate link at the bottom of each email.

If at any time you would like to unsubscribe from receiving future emails, you can email <u>admin@ttagency.com</u> or follow the instructions at the bottom of any email you receive from Company and Company will promptly remove you from future correspondence(s). However, unsubscribing from one list or set of emails may not unsubscribe you from receiving all future emails from Company. If you experience any problems unsubscribing, please email <u>admin@ttagency.com</u> and Company will promptly handle your removal.

# 12. Your General Data Protection Regulation ("GDPR") Rights

If you are located within the European Union ("EU"), you are entitled to certain rights under the GDPR. You have the right to: (i) Know how long Company will keep your information. Company will keep your information until the earlier of: (a) you either request to delete your information or (b) the Company decides it no longer needs the data and the cost of retaining it outweighs the value to keeping it; (ii) Access, rectify or erase your personal information; (iii) Withdraw your consent to the Company's processing of your data, which shall have no effect on the lawfulness of the processing of your personal information over GDPR issues; and (v) Provide only your personal information which is reasonably required to enter into a contract with Company. Company will not ask for your consent to provide unnecessary personal information on the condition of entering into a contractual relationship with the Company.

# 13. Miscellaneous Privacy Issues

User must be at least 18 years old to have our permission to use this Site. Our policy is that Company does not knowingly collect, use or disclose Personally Identifiable Information about visitors that are under 18 years of age.

You should also be aware that when Personally Identifiable Information is voluntarily disclosed (i.e. your name, email address, etc.) in the discussion forums or other public areas on this Site, that information, along with any information disclosed in your communication, can be collected and used by third parties and may result in unsolicited messages from third parties. Such activities are beyond our control and this Policy does not apply to such information. Any submissions to chat rooms or other public areas on this Site are accepted with the understanding that they are accessible to all third parties. If you do not want your comments to be viewed by third parties, you are advised not to make any submissions. Ultimately, you are solely responsible for maintaining the secrecy of your password and/or account information. Please be careful and responsible whenever you're online.

If you have any questions about this Privacy Policy, the practices of this Site, or your dealings with this Site, please contact Company by sending a letter to:

Talent Tree Agency, LLC 3701 Bristol The Colony, TX 75056

User may also contact Company via email at info@ttagency.com.