PRIVACY POLICY

SECTION 1 - WHAT DO WE DO WITH YOUR INFORMATION?

When you purchase something from our store, as part of the buying and selling process, we collect the personal information you give us such as your name, address and email address.

When you browse our site, we also automatically receive your computer's internet protocol (IP) address in order to provide us with information that helps us learn about your browser and operating system.

Device information

- **Examples of Personal Information collected:** version of web browser, IP address, time zone, cookie information, what sites or products you view, search terms, and how you interact with the Site.
- **Purpose of collection:** to load the Site accurately for you, and to perform analytics on Site usage to optimize our Site.
- **Source of collection:** Collected automatically when you access our Site using cookies, log files, web beacons, tags, or pixels.
- **Disclosure for a business purpose:** shared with our processor Wix.com.

Order information

- Examples of Personal Information collected: name, billing address, shipping address, payment information (including credit card numbers or PayPal usernames), email address, and phone number.
- Purpose of collection: to provide products or services to you to fulfill our
 contract, to process your payment information, arrange for shipping, and provide
 you with invoices and/or order confirmations, communicate with you, screen our
 orders for potential risk or fraud, and when in line with the preferences you have
 shared with us, provide you with information or advertising relating to our
 products or services.
- **Source of collection:** collected from you
- **Disclosure for a business purpose:** shared with our processor Wix.com and Partners as needed to fulfill orders.

<u>Customer support information</u>

- Examples of Personal Information collected: name, billing address, shipping address, payment information (including credit card numbers or PayPal usernames), email address, version of web browser, IP address, and phone number.
- **Purpose of collection:**_ to provide customer support, and Email marketing (if applicable): With your permission, we may send you emails about our store, new products and other updates.
- **Source of collection:** collected from you.
- **Disclosure for a business purpose:**_shared with our processor Wix.com and team as needed to provide support.

SECTION 2 - CONSENT

How do you get my consent?

When you provide us with personal information to complete a transaction, verify your credit card, place an order, arrange for a delivery or return a purchase, we imply that you consent to our collecting it and using it for that specific reason only.

If we ask for your personal information for a secondary reason, like marketing, we will either ask you directly for your expressed consent, or provide you with an opportunity to say no.

How do I withdraw my consent?

If after you opt-in, you change your mind, you may withdraw your consent for us to contact you, for the continued collection, use or disclosure of your information, at anytime, by contacting us at diligence-inc.com, or mailing us at:

Diligence, Inc.

10550 County Road 81, Suite 116 Maple Grove, MN 55369-4045

Minors

The site is not intended for individuals under the age of 13. We do not intentionally collect Personal Information from children. If you are the parent of guardian and believe your child has provided us with Personal Information, please contact us anytime, by contacting us at diligence-inc.com, or mailing us at:

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SECTION 3 - DISCLOSURE

We may disclose your personal information if we are required by law to do so or if you violate our Terms of Service.

SECTION 4 - WIX STORE

Our store is hosted on Wix.com. They provide us with the online e-commerce platform that allows us to sell our products and services to you.

Your data is stored through Wix.com's data storage, databases and the general Wix.com application. They store your data on a secure server behind a firewall.

Payment

If you choose a direct payment gateway to complete your purchase, then Wix.com stores your credit card data. It is encrypted through the Payment Card Industry Data Security Standard (PCI-DSS). Your purchase transaction data is stored only as long as is necessary to complete your purchase transaction. After that is complete, your purchase transaction information is deleted.

All direct payment gateways adhere to the standards set by PCI-DSS as managed by the PCI Security Standards Council, which is a joint effort of brands like Visa, Mastercard, American Express and Discover.

PCI-DSS requirements help ensure the secure handling of credit card information by our store and its service providers.

For more insight, you may also want to read Wix.com's Terms of Service https://www.wix.com/about/terms-of-payments
or Privacy Statement
https://www.wix.com/about/privacy.

SECTION 5 - THIRD-PARTY SERVICES

In general, the third-party providers used by us will only collect, use and disclose your information to the extent necessary to allow them to perform the services they provide to us.

However, certain third-party service providers, such as payment gateways and other payment transaction processors, have their own privacy policies in respect to the information we are required to provide to them for your purchase-related transactions.

For these providers, we recommend that you read their privacy policies so you can understand the manner in which your personal information will be handled by these providers.

In particular, remember that certain providers may be located in or have facilities that are located a different jurisdiction than either you or us. So if you elect to proceed with a transaction that involves the services of a third-party service provider, then your information may become subject to the laws of the jurisdiction(s) in which that service provider or its facilities are located.

As an example, if you are located in Canada and your transaction is processed by a payment gateway located in the United States, then your personal information used in completing that transaction may be subject to disclosure under United States legislation, including the Patriot Act.

Once you leave our store's website or are redirected to a third-party website or application, you are no longer governed by this Privacy Policy or our website's Terms of Service.

Links

When you click on links on our store, they may direct you away from our site. We are not responsible for the privacy practices of other sites and encourage you to read their privacy statements.

Google analytics

Our store uses Google Analytics to help us learn about who visits our site and what pages are being looked at

SECTION 6 - SECURITY

To protect your personal information, we take reasonable precautions and follow industry best practices to make sure it is not inappropriately lost, misused, accessed, disclosed, altered or destroyed.

If you provide us with your credit card information, the information is encrypted using secure socket layer technology (SSL) and stored with a AES-256 encryption. Although no method of transmission over the Internet or electronic storage is 100% secure, we follow all PCI-DSS requirements and implement additional generally accepted industry standards.

SECTION 7 - COOKIES

A cookie is a small amount of information that's downloaded to your computer or device when you visit our Site. We use a number of different cookies, including functional, performance, advertising, and social media or content cookies. Cookies make your browsing experience better by allowing the website to remember your actions and preferences (such as login and region selection). This means you don't have to re-enter this information each time you return to the site or browse from one page to another. Cookies also provide information on how people use the website, for instance whether it's their first time visiting or if they are a frequent visitor.

Here is a list of cookies that we use. We've listed them here so you that you can choose if you want to opt-out of cookies or not.

| Cookie Name | Purpose | Duration | Cookie Type |
|-------------------|--|--------------|-------------|
| XSRF-TOKEN | Used for security reasons | Session | Essential |
| Hs | Used for security reasons | Session | Essential |
| svSession | Used in connection with user login | 12 months | Essential |
| SSR-caching | Used to indicate the system from which the site was rendered | 1 minute | Essential |
| _wixCIDX | Used for system monitoring/debugging | 3 months | Essential |
| _wix_browser_sess | Used for system monitoring/debugging | session | Essential |
| consent-policy | Used for cookie banner parameters | 12 months | Essential |
| smSession | Used to identify logged in site members | Session | Essential |
| TS* | Used for security and anti-fraud reasons | Session | Essential |

| Cookie Name | Purpose | Duration | Cookie Type |
|-----------------|--|---------------|-------------|
| bSession | Used for system effectiveness measurement | 30 minutes | Essential |
| fedops.logger.X | Used for stability/effectiveness measurement | 12 months | Essential |
| wixLanguage | Used on multilingual websites to save user language preference | 12 months | Functional |

Useful links to include in your privacy policy

The following links explain how to access cookie settings in various browsers:

- Cookie settings in Firefox
- Cookie settings in Internet Explorer
- <u>Cookie settings in Google Chrome</u>
- Cookie settings in Safari (OS X)
- Cookie settings in Safari (iOS)
- <u>Cookie settings in Android</u>

To opt out of being tracked by Google Analytics across all websites, visit this link: http://tools.google.com/dlpage/gaoptout.

The length of time that a cookie remains on your computer or mobile device depends on whether it is a "persistent" or "session" cookie. Session cookies last until you stop browsing and persistent cookies last until they expire or are deleted. Most of the cookies we use are persistent and will expire between 30 minutes and two years from the date they are downloaded to your device.

You can control and manage cookies in various ways. Please keep in mind that removing or blocking cookies can negatively impact your user experience and parts of our website may no longer be fully accessible.

Most browsers automatically accept cookies, but you can choose whether or not to accept cookies through your browser controls, often found in your browser's "Tools" or "Preferences" menu. For more information on how to modify your browser settings or how to block, manage or filter cookies can be found in your browser's help file or through such sites as www.allaboutcookies.org.

Additionally, please note that blocking cookies may not completely prevent how we share information with third parties such as our advertising partners. To exercise your rights or optout of certain uses of your information by these parties, please follow the instructions in the "Behavioural Advertising" section above.

SECTION 8 - AGE OF CONSENT

The site is not intended for individuals under the age of 13. We do not intentionally collect Personal Information from children. If you are the parent of guardian and believe your child has provided us with Personal Information, please contact us anytime, by contacting us at diligenc2@diligence-inc.com, or mailing us at:

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SECTION 9 - YOUR RIGHTS

GDPR

If you are a resident of the EEA, you have the right to access the Personal Information we hold about you, to port it to a new service, and to ask that your Personal Information be corrected, updated, or erased. If you would like to exercise these rights, please contact us through the contact information below.

Your Personal Information will be initially processed in Ireland and then will be transferred outside of Europe for storage and further processing, including to Canada and the United States. For more information on how data transfers comply with the GDPR, see the white paper: https://www.wix.com/website-security/whitepaper.

CCPA

If you are a resident of California, you have the right to access the Personal Information we hold about you (also known as the 'Right to Know'), to port it to a new service, and to ask that your Personal Information be corrected, updated, or erased. If you would like to exercise these rights, please contact us through the contact information below.

If you would like to designate an authorized agent to submit these requests on your behalf, please contact us at the address below.

SECTION 10 - CHANGES TO THIS PRIVACY POLICY

We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.

If our store is acquired or merged with another company, your information may be transferred to the new owners so that we may continue to sell products to you.

QUESTIONS AND CONTACT INFORMATION

If you would like to: access, correct, amend or delete any personal information we have about you, register a complaint, or simply want more information contact our Privacy Compliance Officer at diligence-inc.com, or by mail at

Diligence, Inc.

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