Prestige Employee Administrators

Website Privacy Policy

Prestige Employee Administrators, Prestige Employee Administrators II (collectively called Prestige or PrestigePEO) has developed this Privacy Policy out of respect for the privacy of visitors to our Website. This policy describes the personal information we collect, use, and disclose about individual consumers who visit or interact with our Website.

When you visit our website, we collect information from you as you navigate through the site. Some information is provided by you voluntarily as you submit information using forms located on the “Contact Us” or “Request More Information” pages. Through this Website, we will collect information that can identify you and/or your activity.

**Prestige collects the following categories of personal information about visitors of our Website.** For each category of information, we identify examples of the category, the business purposes for which we use the information in that category, the categories of sources from which the information is collected, and the categories of third parties with whom we have shared the information in the last 12 months.

<table>
<thead>
<tr>
<th>Category of Personal Information</th>
<th>Personal Identifiers &amp; Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examples</td>
<td>Name, mailing address, email address, phone number</td>
</tr>
<tr>
<td>Business Purpose(s) for Which Information is Used</td>
<td>• Responding to inquiries through the “Contact Us” page; and • Verifying and responding to consumer requests.</td>
</tr>
<tr>
<td>Categories of Sources from Which Information Received</td>
<td>Visitors of our Website</td>
</tr>
<tr>
<td>Categories of Third Parties to Whom Info Was Disclosed in Last 12 Months</td>
<td>We do not share this information with any third party.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category of Personal Information</th>
<th>Internet Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examples</td>
<td>Date and time of your visit to this Website; webpages visited; links clicked on the Website; browser ID; browser type; device ID; operating system; form information downloaded; domain name from which our site was accessed; and cookies</td>
</tr>
</tbody>
</table>
| Business Purpose(s) for Which Information is Used | • Improving the Website experience for all visitors;  
• Understanding the demographics of our Website visitors;  
• Operating and maintaining the Website;  
• Detecting security incidents;  
• Debugging to identify and repair errors that impair existing intended functionality of the Website;  
• Protecting against malicious or illegal activity and prosecuting those responsible; and  
• Verifying and responding to consumer requests. |
<table>
<thead>
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<tbody>
<tr>
<td>Categories of Sources from Which Information Collected</td>
<td>Visitors of our Website and the device and browser used to access the Website</td>
</tr>
<tr>
<td>Categories of Third Parties to Whom Info Was Disclosed in Last 12 Months</td>
<td>We do not share this information with any third party.</td>
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<tr>
<th>Category of Personal Information</th>
<th>Geolocation Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examples</td>
<td>IP Address</td>
</tr>
</tbody>
</table>
| Business Purpose(s) for Which Information is Used | • Improving the Website experience for all visitors;  
• Understanding the demographics of our Website visitors;  
• Detecting security incidents;  
• Debugging to identify and repair errors that impair existing intended functionality of the Website;  
• Protecting against malicious or illegal activity and prosecuting those responsible; and  
• Verifying and responding to consumer requests. |
| Categories of Sources from Which Information Received | Visitors of our Website and the device and browser used to access the Website |
| Categories of Third Parties to Whom Info Was Disclosed in Last 12 Months | We do not share this information with any third party. |
Do we sell any of your personal information?

Prestige does NOT sell your personal information, including the data of any minors. We do not sell or otherwise trade the personal information that we collect from our site visitors at any point or under any circumstance.

Use of cookies and other tracking technologies

Cookies are small files that a Website may transfer to a user’s computer that reside there for either the duration of the browsing session (session cookies) or on a permanent (until deleted) basis (persistent cookies) that may be used to identify a user, a user’s machine, or a user’s behavior. We make use of cookies under the following circumstances and for the following reasons:

➢ Compile data about site traffic to offer a better Website experience
➢ Understand and save visitor preferences for future visits

Do Not Track (DNT) is a privacy preference that users can set if they do not want web services to collect information about their online activity. However, there is currently no universal standard for sending and receiving DNT signals. Due to this lack of universal standard, it would be impossible for us to promise that we comply with all known and unknown DNT standards.

Therefore, we do not respond to DNT signals or other mechanisms that provide a choice regarding the collection of personal information about activities over time and across different Web sites or online services. If a universal standard for DNT becomes available, we may revisit our DNT Policy.

Links to Other Sites

For your convenience, this Website may from time to time include links to third-party sites whose information practices may be different than ours. Visitors should consult the other sites' Privacy Policies and Terms of Use, as we have no control over information that is submitted to, or collected by, these third parties. This Privacy Policy only applies to this Site.

California Privacy Rights

If you are a California resident, you have the following rights:

1. The right to request, up to 2 times in a 12-month period, that we identify to you (1) the categories of personal information we have collected, disclosed or sold about you in the last 12 months, (2) the categories of sources from which the personal information was collected, (3) the business purpose for which we use this information, and (4) the categories of third parties with whom we share or have shared your personal information in the last 12 months;

2. The right to request, up to 2 times in a 12-month period, that we disclose to you, free of charge, the specific pieces of personal information we have collected about you in the last 12 months;

3. The right to request, up to 2 times in a 12-month period, that we delete personal information that we collected from you, subject to certain exceptions; and
4. The right to opt-out of the sale of your personal information to third parties;

5. The right to designate an authorized agent to submit one of the above requests on your behalf.

6. The right to not be discriminated against in receiving different or less favorable pricing, service or financial incentive for exercising any of the above rights.

**How to submit a request**

You can submit a verifiable consumer request to know or request for deletion of your personal information by any of the options below:

1. Call our privacy toll-free line at 888-804-6303 or 516-726-5277

2. Email us at compliance@prestigepeo.com

**How we verify that it is really you submitting the request**

When you submit a consumer request through one of the methods provided above, we will ask you to provide some information in order to verify your identity and respond to your request. Specifically, we will need you to provide your name, email, phone number, IP address, and device ID.

**How to authorize an agent to act on your behalf**

You can authorize someone else as an Authorized Agent who can submit a consumer request on your behalf. To do so, you must either (a) execute a valid, verifiable, and notarized Power of Attorney or (b) provide other written authorization that we can then verify. When we receive a consumer request submitted on your behalf by an Authorized Agent, that person will be asked to provide written proof that they have your permission to act on your behalf, and we will also contact you and ask you for information to verify your own identity directly with us and not through your Authorized Agent.

**How we protect the information that we collect**

The protection of the information that we collect about visitors to this Website is of the utmost importance to us and we take every reasonable measure to ensure that protection, including:

- We use internal encryption on all data stores that house voluntarily captured data.
- We use commercially reasonable tools and techniques to protect against unauthorized access to our systems.
- We restrict access to private information to those who need such access in the course of their duties for us.

**Changes to the Privacy Policy**

We reserve the right to modify this Privacy Policy at any time without prior notice. Therefore, you are advised to review this Privacy Policy occasionally to learn and understand any changes to this Privacy Policy. Your continued use of this Website shall constitute your acceptance of the
modified Privacy Policy. As we make any updates to our policy, the effective date will be revised accordingly.

Questions about this policy

If you have any questions about this Privacy Policy, you should contact us by phone at 516-726-5277 or via email at compliance@prestigepeo.com

Consent to Terms and Conditions

By using this Website, you consent to all Terms and Conditions expressed in this Privacy Policy.

Last updated December 3, 2019