

# **Privacy Policy**

At LALO PUBLISHING, INC. (the "Company," "Lalo," "we," "us," or "our"), we know your privacy is important to you and LALO is fully committed to protecting and preserving your privacy.

The term "You" as used in this Privacy Policy refers to the User of any information, products or services available on the Lalo Publishing, Inc. website whether the information, product or service is being used on behalf of the user or other person so long as used with permission.

This Privacy Policy is an integral part of the Terms of Service Agreement and covers our treatment of personally identifiable information ("Personal Information," as more fully defined below) that we may gather when you are accessing our Website or submitting anything in writing or electronically to us. This policy does not apply to processes we do not control, or to individuals that we do not employ or manage.

BY USING THE SITE, YOU REPRESENT AND WARRANT THAT YOU HAVE READ AND UNDERSTOOD THE TERMS OF SUBMISSION AGREEMENT, AND AGREE TO THOSE TERMS AND THE TERMS OF, THIS PRIVACY POLICY.

# WHAT INFORMATION DO WE COLLECT?

We gather only information which enables us to provide THE AUTHOR OR AUTHOR'S DULY EMPOWERED AGENT with the services available on this site and improve these services, or to sell products which may be described on our site. We may collect the following types of information from our Authors, duly empowered agents of the Author, or Buyers of Product or services from us.

In order for you to use certain of the Site's Services, you may be asked to provide to us with certain Personal Information. Personal Information includes, without limitation: (1) "Contact Data" (such as your name, mailing address, and e-mail address); If ordering through our shop, we might ask for (2) "Financial Data" (such as your account or credit card number). In some cases, it may be necessary to obtain appropriate background experience or other information needed to evaluate the submission and/or market the product.

We may supplement the Personal Information you provide with additional Personal Information gathered from public sources or from third-parties (e.g., consumer reporting agencies) who may lawfully provide such information to us.

You are under no obligation to provide Personal Information, with the caveat that your refusal to do so may prevent you from using certain of the Site's Services.

# Information Collected Automatically:

We may receive and store certain types of information whenever you interact with our Web site or services. We may receive and record information on our server logs from your browser including your IP address, our own cookie information, the page you requested and what you request from our data.

Generally, our service automatically collects usage information, such as the numbers and frequency of visitors to our site and its components, similar to TV ratings that indicate how many people watched a particular show. LALO Publishing, Inc. may use this data in aggregate form, that is, as a statistical measure, and not in a manner that would identify you personally.

# What Are Cookies?

Like many websites, we may use cookies and other standard web technology to collect information for our own use. Cookies are alphanumeric identifiers that we may transfer to your computer's hard drive through your browser to enable our systems to recognize your browser and tell us how and when pages in our Site are visited and by how many people.

Most browsers have an option for turning off the cookie feature, which will prevent your browser from accepting new cookies, as well as allowing you to decide on acceptance of each new cookie in a variety of ways. We recommend that you leave the cookies activated, however, because cookies enable you to take advantage of our Web site's features. If you disable the cookie feature, you assume all responsibility for any resulting loss of functionality on the Site.

# HOW WE USE YOUR PERSONAL INFORMATION

We use information we collect to authenticate your visit(s). We may send you emails or postal mail about products and services that may be relevant, in our view, to your needs or related information, provided that you have affirmatively opted in to receive such information in this manner. We only use your personal information to customize and deliver the above-mentioned information to you.

It is not likely, but we also use the information to manage and improve our Site. We may use your information, in aggregate form and in collaboration with outside researchers, to measure and quantify the effectiveness of our program. In our research, all the data is used in aggregate form or with your personal information removed. At no point will you be personally identifiable. We may enhance or merge personal information with your other information and with data from third parties in order to better market and provide our products and services.

The Site may contain features, e.g. blogs, chat rooms, etc., that permit you to upload, post, transmit, display, perform or distribute content, information or other, including personal information. Any information that you choose to disclose by means of such features becomes public information over which we are unable to exercise control. You should exercise caution when deciding to disclose information by means of such features, and you agree to assume all responsibility for doing so.

# LIMITED DISCLOSURE OF YOUR PERSONAL INFORMATION TO THIRD PARTIES

Personal Information about Site Visitors is important to us. We do not share any Personal Information with unrelated third parties for their direct marketing purposes. We may employ Updated 6-16-20

other companies and people to perform tasks on our behalf and need to share your information with them to provide services to you. Examples include processing credit card payments with a secure third-party provider. Unless we tell you differently, these agents do not have any right to use Personal Information we share with them beyond what is necessary to assist us.

We also disclose Personal Information when required to do so by law, or in response to a subpoena, court order, or other legal mechanism, or when we believe, in our sole discretion, that disclosure is reasonably necessary to protect the property or rights of LALO Publishing, Inc., third parties or the public at large.

We reserve the right to sell, transfer or otherwise share some or all of our assets, including information provided by you, in connection with a merger, reorganization or sale of some or all of our assets or in the event of bankruptcy. In any such event, personally identifiable and other information may be one of the assets transferred. We will post notice before personal information is transferred and becomes subject to a different privacy policy. You hereby consent to our sharing of Personal Information for the above purposes.

#### IS PERSONAL INFORMATION ABOUT ME SECURE?

The Site has implemented and maintains reasonable security procedures and practices to protect against the unauthorized access, use, modification, destruction or disclosure of your Personal Information. For example, we may use one or more types of encryption, firewalls and self-updating anti-virus software. User purchase information is encrypted.

# YOUR CHOICE

You are not required to register to gain access to some areas of the Site. If you use any of the Site's personalized services, however, we will treat your Personal Information as described in this Privacy Policy.

# LINKS TO THIRD PARTY SITES

The Site may contain links to third party websites. The Company neither owns nor controls these third-party websites and accordingly assumes no responsibility for the information practices of those websites. You should inform yourself with the privacy policies (if any) of those third-party websites.

# CHANGES TO THE PRIVACY POLICY

This Privacy Policy may be updated from time to time as our services change and grow. We will indicate any such changes at the privacy link at the bottom of our home page. Accordingly, each time you use the Site you should check the "Last Updated" date of this privacy policy (located at the top), and review any changes since you last accessed the Site. Such changes are effective ten (10) calendar days after the Last Updated date (the date they become effective is the "effective date"). Unless LALO Publishing, Inc. obtains your express consent, any revised Privacy Policy will apply only to information collected after the effective date of such revised Privacy Policy, and not to information collected under any earlier Privacy Policy.

# QUESTIONS AND CONCERNS

If you have questions or concerns about use of this website including the LALO PUBLISHING, INC. Privacy Policy, please contact us at the address supplied.