

Firm Prospects, LLC

Privacy Notice

Firm Prospects, LLC (the “Company,” “we,” or “us”) is committed to protecting personal data it collects and processes. We want to be sure you understand our privacy practices so you are well-informed about what happens to personal data you provide to us or that we obtain from third-party sources. This Notice explains the types of personal data we collect, why we collect it, how we use and share it, and the rights of data subjects.

We may update this Notice from time to time. When we change this Notice in a material way, we will highlight the changes on our website, post the updated Notice, and may also inform you directly of changes.

1. Who Is Responsible for the Data Processing and How Can I Contact Them?

We are responsible for determining the purposes for which we collect, use and share personal data described in this Notice as well as the way the data is processed. If you have any questions about our data protection practices, please contact **privacy@firmprospects.com**.

2. What are the Types of Personal Data We Collect?

We process personal data that we obtain from public websites and other public sources concerning attorneys who work at law firms. This collection and processing of personal data is a component of the services we provide to our customers, such as legal recruiters and law firms. We also process other personal data that third parties provide to us to address our business and legal obligations. This may include processing personal data we collect directly from our customers and service providers in the context of our business relationships with them.

Personal Data of Lawyers Who Work at Law Firms

The Company collects and stores in a searchable database publicly available personal data about attorneys that work at law firms. The Company does not collect any personal data directly from the attorneys. The information is collected primarily from the attorney’s profile as it appears on the attorney’s law firm website. In some instances, the Company will also try to fill in gaps in an attorney’s profile by collecting data from another publicly available source. The publicly available personal data in the Company’s attorney database includes name, phone number, gender, e-mail address, office location, education and employment information.

Personal Data of Website Users

We collect your IP address and use cookies, which are small files that are placed on your computer. We use only temporary cookies that are necessary for the site's functionality, security and accessibility.

If you choose to request information from us through our "contact us" tab, we will process only the information you provide to us, namely your contact information (name and email address). We process this personal data to communicate directly with you, as necessary. If you or your company becomes our customer, we will further process your personal data as described below under "Personal Data of Customers."

Personal Data of Customers

If you subscribe to our services, we will process certain of your personal data in order to fulfill the subscription and maintain a business relationship with you and your company. We process certain personal information (such as contact name, address, email address, phone number and other contact details) to communicate with you directly about your subscription, subscription renewals, and available upgrades or other details concerning the services we provide. We process other data, including your subscription history, payment details, credit card number and related information, bank name, and bank account number to manage payment for the subscription. We may also use your name and email address to send to you marketing and sales information on our products that you or your Company may be interested in and will obtain your consent in advance of doing so where applicable Data Protection Law requires it. You can opt out of receiving marketing communications at the time you receive the marketing communication.

If you subscribe to our services or otherwise contract with us, you may receive additional details about the purposes of data processing in connection with the particular subscription or contract; these additional details may be found in the relevant contract documents and terms and conditions or may be provided at the time you receive your subscription verification. A copy of our current contract terms and conditions can be found at

https://www.firmprospects.com/documents/Firm_Prospects-Terms_of_Use.pdf.

Personal Data of Service Providers

If you or your company provide goods or services to us, we will process personal data to fulfill the contract and maintain a business relationship with you. We process limited personal information for this purpose, such as contact name, address, email address, phone number and other contact details that you may provide to us in order to communicate with you.

3. On What Legal Basis Do We Process Personal Data?

We process personal data in accordance with applicable United States federal, state, and local data privacy laws, if any, and in accordance with other laws as they apply to us.

Lawful Basis for Processing Personal Data of Website Users

We process the personal data of our website users as described in this Notice based on our legitimate interests in performing the essential functions of our website and to communicate with you in response to any inquiry or request you make of us.

If you are located in the EU you may have the right to object to processing of your personal data collected through our website by submitting your request to privacy@firmprospects.com. We will consider and respond to the request in accordance with applicable law, if any.

Lawful Basis for Processing Personal Data of Lawyers Who Work at Law Firms

We process the publicly available personal data of lawyers who work at law firms as described in this Notice based on our legitimate interests in offering a comprehensive attorney database to our customers and to meet our contractual obligations to them. Our customers contract with us to receive a compilation of publicly available information so they can identify potential attorney candidates for job opportunities. We undertake the collection and categorization of publicly available personal data of attorneys working at law firms so that the data is easily searchable by our customers, thereby yielding more targeted search results and a more efficient experience for them. Our customers are required to use the publicly available personal data only for lawful purposes and are not allowed to distribute or sell data from our databases nor to share the data with any third party for any reason.

Attorneys who are located in the EU whose personal data is processed by us may have the right to object to processing of their personal data by submitting a request to privacy@firmprospects.com. We will consider and respond to the request in accordance with applicable law, if any.

Lawful Basis for Processing Personal Data of Customers and Service Providers

We process personal data of our customers and service providers for the legitimate interests of addressing our contractual obligations with them. Our processing of personal data allows us to provide or receive goods and services pursuant to these contracts or to carry out pre-contractual measures that occur as part of a request by a customer or service providers.

Other Legitimate Interests

Where required, we also process personal data for the purposes of other legitimate interests pursued by us or a third party. Such legitimate interests include the following:

- Reviewing and optimizing customer service;
- Asserting legal claims and defenses in legal disputes;
- Development and improvement of the Company's services and products;
- As required by law including, but not limited to, to comply with a subpoena or other legal process, regulatory requirement, judicial proceeding, or court order served on us, or to comply with government reporting obligations;

- When we believe in good faith that disclosure is necessary (a) to protect our rights, the integrity of our website, or your safety or the safety of others, (b) to detect, prevent, or respond to fraud, intellectual property infringement, violations of any terms of use, violations of law, or other misuse of the website, or (c) for corporate audits or to investigate or respond to a complaint or security threat; and
- To affiliates, service providers, advisors, and other third parties in connection with the negotiation or completion of a merger, acquisition, or sale of all or a portion of our assets.

If you are located in the EU you may have the right to object to the processing of your personal data in these cases, and we will consider and respond to the request in accordance with applicable law, if any.

4. Who Receives My Data?

Within the Company, anyone who requires the personal data to create Company databases or fulfill our contractual and legal obligations will have access to it.

We may share your personal data with third parties only if necessary in the context of the applicable lawful basis set forth in this Notice, or if legal requirements demand it. For example, we may share personal data with service providers or other third parties for purposes of providing customer support, to address legal or other official obligations or otherwise necessary to carry out our business relationship with you, depending on your contract or subscription.

5. Will Data Be Transferred to a Third Country or an International Organization?

The Company's attorney database and website are stored on servers located in the United States operated by a service provider. The Company also engages third-party developers outside of the U.S. to help collect, synthesize and categorize the data. The developers located outside the U.S. may assist with collecting the data from the public sources noted above, but the complete database ultimately is stored on servers in the U.S.

6. For How Long Will My Personal Data Be Stored?

We maintain information concerning lawyers at law firms for as long as they are practicing at a law firm. We review our databases regularly to purge them of information concerning lawyers that are no longer actively practicing at a law firm to the best of our knowledge. If you are a customer or service provider, we will process and store your personal data for no longer than seven (7) years following the completion of our business relationship with you. If required by law or by a legal order, we may process and store your personal data for a longer period consistent with the law or legal order or our contractual rights. For example, we may need to keep your personal data longer if necessary to fulfill obligations to preserve records under tax

law or for accounting purposes, or if we are obligated to hold information because of a legal prohibition against removing or deleting the data.

7. What Data Privacy Rights Do I Have?

If you are located in the EU, subject to exceptions and limitations, you may have several rights, including:

- The right to access, which allows you to obtain a copy of your personal data, on request;
- The right to rectification, which requires the Company to change incorrect or incomplete data about you;
- The right to restrict and object to processing, which requires the Company to limit or stop processing your data under certain circumstances;
- The right to erasure, which requires the Company to erase your data; and
- If applicable, the right to data portability, which allows you to transfer your personal data from the Company to another individual or entity.

If you are located in the EU you may inquire about any of these rights by sending an email indicating your request to privacy@firmprospects.com. Furthermore, if you believe your legal rights are being infringed, you have the *right to lodge a complaint* with us or with any authority that may have jurisdiction over our data protection practices.

If we ever process your personal data based on your consent as the lawful basis, you can withdraw consent at any time. Please note that withdrawal of consent applies only to future actions. Processing that was carried out before the withdrawal of consent is not affected.

8. Am I Obligated to Provide Personal Data?

In the context of establishing a business relationship with us, you must provide all personal data that is required for accepting and carrying out the business relationship and fulfilling the accompanying contractual obligations. Without this data, we are not able to execute a contract or honor your subscription to our database.

9. To What Extent Is There Automated Decision-Making?

In the general course of establishing and carrying out a business relationship or in developing our databases, we do not use any automated decision-making. If we do so in connection with an individual transaction, we will inform you of the automated decision-making in connection with that transaction.

10. Will the Company Use My Personal Data for Marketing?

If you are a customer, we process some of your personal data with the goal of assessing certain personal aspects of your preferences. For example, we process your data to notify you and advise you regarding available products, which allows for our communications and marketing to be tailored to you and your company. We will ask for your consent before sending your marketing communications where required by applicable Data Protection Law. Each marketing communication will also include a means for opting out of future marketing communications.

11. Links to Other Websites

Our website may contain tools, technology or links to websites provided by third parties. Information on this website may include embedded content (e.g. videos, images, articles, etc.). Embedded content from other websites behaves in the same way as if the visitor has visited the other website. These other websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

You acknowledge and agree that we are not responsible for the collection and use of your information by such third parties. We recommend that you review the privacy policies of each website you visit.

12. Do Not Track Disclosures

Do Not Track (“DNT”) is a privacy preference that users can set in their web browsers. When a user turns on DNT, the browser sends a message to websites requesting that they don’t track the user. At this time, we do not honor these signals. We do not change our practices in response to DNT browser settings or signals. For information about DNT, visit <http://www.allaboutdnt.org>.

13. Children’s Data

The website is not directed to, nor do we knowingly collect information from, anyone under the age of 18. If you become aware that your child or any minor under your care has provided us with information without your consent, please contact us at the contact information listed below.

14. Security

The security of your personal data is important to us, but no method of transmission over the Internet or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your personal data, we cannot guarantee its absolute security.

15. Contact Us

If you have any questions about this Privacy Notice, your personal data or require assistance in managing your choices, please contact us privacy@firmprospects.com.

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