

# **SRA Privacy Policy**

Scott Roberts & Associates, LLC (herein "SRA") respects the importance of confidentiality and security of sensitive personal information shared with, or collected by SRA through business activities. SRA will not sell, rent, trade, or monetize any personal or sensitive information for commercial purposes. While SRA makes reasonable efforts to protect the information provided to us, SRA cannot absolutely guarantee any information you transmit to us will remain secure and is not responsible for any loss or theft.

SRA is committed to complying with data privacy and protection laws applicable to its business, including the California Consumer Privacy Act.

#### **How SRA Collects Information**

SRA collects information in the following ways:

SRA collects information directly from you. For example, we collect information when you apply for a job, enter an agreement with services provided by SRA Organization, during a request of information from us, or from third parties in the course of *Due Diligence*.

SRA collects information from you passively. This may include the use of cookies and analytics from our website including tools to detect IP address or geolocation. SRA uses third parties to collect information in this way. SRA does not sell, trade, or monetize any data gathered in this way.

#### **Categories of Information SRA Collects for Business Purposes**

SRA uses information collected for the business purposes outlined here:

SRA uses collected information to respond to consumer requests including contact information. If you contact SRA using the tools and information on the SRA website, complete forms or submit information through the SRA website, or communicate with SRA by email, SRA will collect and retain such information for as long as reasonably necessary to conduct business, complete your request or as required by state and federal law.

SRA uses collected information for transactional purposes including contact and payment information to process payments.

SRA uses collected professional information to communicate with potential employees to process applications. SRA collects education, employment history and any other information you share with SRA during the job application process. A third party may collect and retain, for a reasonable amount of time, background check results from potential job applicants.

SRA uses collected information to improve our products and services. We use analytic services, demographics, and site usage information to make our website better.

Any information SRA collects for business purposes are used as permitted by law and retained for as long as required by state and federal law.



### **How SRA may Disclose Personal Information**

Your information, including personal information, may be disclosed to our staff, consultants, vendors, and other service providers during normal business functions. For example, we may disclose your information during negotiations of any purchase or sale to another company or business.

### **Third Party Services and Cookies**

Third parties, specifically those involving cookies, are not controlled by SRA and may differ from our privacy practices, nor are they covered by this Privacy Policy. We do not make any representations regarding the policies or business practices of any third-party services and we encourage you to review their privacy policies before submitting any Personal Information to these services.

# **Policy Regarding Minors**

SRA does not attempt or actively collect personal or sensitive information from any person we know to be under the age of 13.

## California Residents' Rights

If you reside in California, you have the right to request what information we collect and use. You also have the right to ask what information we disclose and sell. You also have the right to request that we delete information we collect from you. These rights do not apply to information we collect from job applicants, employees, or employees of other companies while in the course of their job role.

To exercise your rights, you can contact us at 1-561-253-6380 and include your name, street address, city, state and ZIP code. will verify your request by using information you provide to us and matching it with information we already have about you. We will not discriminate against you because you have exercised any of your privacy rights under the California Consumer Privacy Act.

Please note that California residents may request that SRA disclose the types of personal information it collects, the purpose of collecting that information, and who the information has been shared with twice per year.

You can designate an agent to make a request by having them execute a notarized power of attorney to act on your behalf and mailing the request to:

ATTN: Privacy 1601 Forum Place, Suite 203 West Palm Beach, FL 33401

Please note that we may deny a request from an agent that does not submit proof that they have been authorized by the consumer to act on their behalf.

#### Sale of Information

SRA does not sell the personal information of California residents. SRA does not exchange Nevada residents' personal information for money with anyone so they may license or sell the personal information to additional parties. SRA does not sell personal information of minors.