

## Instant Information, Inc. Privacy Policy

Thank you for using the services of Instant Information, Inc. This Privacy Policy (the “Policy”) is here to explain how we collect and use certain information from you when you use our services or website. By continuing to use our services and website you give us consent to collect and use your information as described below. If you do not consent, you are prohibited from using our services and website.

## What Information is Collected

We will have access to the information you (or your employer, if your subscription is provided by such) voluntarily provide to us. Such information may include, but may not be limited to, your name, your e-mail address, your telephone number, the company you are employed by, and your position within such company.

We also collect other information, such as your computer’s IP address, information on your use of our website and services, your internet service provider, the type of browser and operating system you use, and the URL’s of websites you visited linking to us or from us. We also collect information on any custom tags you use and searches you perform.

All such information collected (i.e., not including personally identifiable information referred to in the second paragraph, above) may be aggregated to enhance the research and search functions of our services, to improve the quality and usability of our services.

We do not knowingly collect personally identifiable information from children under the age of thirteen.

## Use of Collected Information

We may use the information we collect from you for the following:

- a) to execute your requests, searches, and orders;
- b) to personalize the content and services provided to you;
- c) to inform you of any maintenance or upgrades we may perform;
- d) to inform you of any new products, versions, services, features or promotions;
- e) to inform you of the best way to optimize your use of our services and website;
- f) to optimize the functionality of our services and website; and
- g) to improve our understanding of customers’ needs.

## Third Party Websites

We are not responsible for the use or misuse of any information that you may provide to third party websites to which we may provide a link. We do not control such third party websites, including the methods by which they collect information or how they use such collected information. You should independently review the privacy policies of such third party websites.

## Protection

We use various administrative, technical, procedural and physical measures to protect the information we collect against theft, unauthorized use, disclosure or modification. To better protect this information you should not share your login or account information with anyone other than authorized persons.

All companies and individuals we employ or may employ to perform various functions on our behalf are required to protect the information in a manner that is consistent with this Policy.

Please be aware that any information you post to a blog or any other forum provided by our website or through our services, will be available to all persons accessing these blogs or forums, and as such may be collected or used by others for any purpose. We are not responsible for any information you elect to submit in such blogs or forums, or for the way any such information may be used or misused by third parties.

## Cookies and Other Electronic Tools

To optimize your use of our website and services, we may use “cookies” or other electronic tools to collect user information. Cookies are text files we place in your computer’s browser to store certain information. Cookies, alone, do not reveal your e-mail address or other personally identifiable information. However, once you choose to provide us with personally identifiable information, this information may be linked by us (on our servers) to the data stored in the cookie (on your computer).

## Sharing Information

We will not share your personal information with (or sell it to) anyone except: (i) our service providers or sub-contractors with whom we deal in connection with providing, modifying, operating or updating the services, and in such cases, only for those purposes; (ii) to comply with the law or in response to a subpoena, court order, government request, law enforcement request or other legal process; (iii) to protect our interests, rights, safety, or property; (iv) to protect the interests, rights, safety, or property of our contributors, affiliates, partners, or licensors; and (v) to enforce our Terms of Service, our contractual rights, or the Policy.

## Corporate Subscriptions

If your subscription is provided by your employer or another third party, you should be aware that we may notify the provider when you access or use your subscription, including providing your personally identifiable information.

## Other Countries

Your information may be stored and processed in the United States or any other country where Instant Information, Inc. has facilities, and by subscribing to and/or using our services, you consent to the transfer of information outside of your country (to the extent that any such information is generated in your country). Please note that other countries may have higher or lower standards for the protection of personally identifiable information, but we will always endeavor to protect such information and take reasonable steps to do so in accordance with this policy.

and applicable laws. In countries where it may be required, you will be permitted to correct any inaccurate personally identifiable information, opt out of provision of such information to third parties, and/or delete such information, subject to our right to limit or no longer provide the services to you if you delete information necessary for us to provide them.

### **Amendment of Modification of Policy**

We reserve the right to change, amend or modify the terms of this Policy, with or without prior notice. We will make reasonable efforts to notify you of any change in this Policy that may require your consent under applicable data protection standards. All changes, amendments or modifications to the Policy will be posted here. Please return to this website at regular intervals to see whether the Policy has been changed, amended or modified.