

Effective as of 03/30/2023:

## **ONLINE PRIVACY STATEMENT AND COOKIE POLICY**

As professionals engaged in the provision of legal services to clients in multiple states, Lindsey Law, PLLC (the “firm”) is committed to protecting the privacy of confidential and “Personal Information” (information that directly or indirectly identifies individuals who may be clients, website visitors or others inside or outside the firm). It is the policy of the firm to comply with the rules of professional conduct, which impose a duty to preserve and protect confidential client information upon lawyers and their associated personnel.

This Privacy Statement and Cookie Policy (the “Policy”) is based on the privacy and data protection principles common to the states in which we operate. We apply it in light of our overarching obligations to comply with law, to preserve client confidentiality and to represent our clients as effectively as possible within the bounds of the law. This Policy is intended to summarize the firm’s data protection practices generally, and to advise our clients, website visitors, and other third parties about the firm’s privacy policies that may be applicable to them.

This Policy is also specifically addressed to parties outside the firm who provide Personal Information to the firm or who visit or use the firm’s websites, our social media sites, our extranets, as well as email messages that we send to you (collectively, the “Internet Services”). This Policy also describes how the firm collects, processes and discloses Personal Information in connection with the provision of legal services and the Internet Services.

### **Collection and Use of Personal Information**

The firm collects Personal Information in the course of providing legal services to clients and as provided by visitors to its website or users of Internet Services. We may also collect Personal Information about you when you interact with us on social media sites and from other third parties and may also automatically collect information that may contain Personal Information as described below in the cookie policy.

We may use Personal Information for the following purposes:

- to contact you and respond to your requests and inquiries
- to personalize your visit and use of our Internet Services and to assist you while you use those services
- to carry out, monitor and analyze our business or website operations
- to conduct our recruiting and selection process
- to provide you with legal services, if you are or become a client of the firm, and otherwise deal with you, and administer the matters you instruct us on

- to contact you (unless you tell us that you prefer us not to) regarding legal or law firm developments that may be of interest to you. If you do not want to receive publications or details of events or seminars that we consider may be of interest to you, you may do so by clicking on the unsubscribe link in electronic marketing communications
- to enter into or carry out contracts of various kinds
- to comply with applicable laws, regulations, guidance or professional obligations that we may be subject to, including anti-money laundering requirements. Where Personal Information is necessary for the firm to carry out its anti-money laundering checks, failure to provide such information may result in the firm not being able to provide the representation.

### **Confidentiality, Security, and Retention of Personal Information**

Consistent with our professional obligations, it is the policy of the firm to exercise the utmost discretion regarding the information our clients entrust to us.

We maintain reasonable and appropriate, though not perfect, physical, electronic, and procedural safeguards intended to maintain the confidentiality of Personal Information, including that provided by a visitor to this website and provided while using other Internet Services. We do not guarantee that our safeguards will always work.

We require consultants, suppliers and vendors to maintain data protections consistent with reasonable and appropriate obligations of data processors.

We may retain information provided by you, including Personal Information, for as long as necessary to comply with our legal obligations, or to achieve the purposes for which the information was originally collected and for the purposes described in the Policy and in our applicable policies. If you wish to obtain more details on our information practices, please refer to the “Contact Us” section below.

### **Disclosure and Transfer of Personal Information**

We do not disclose any Personal Information to unrelated parties outside of the firm except in limited circumstances. Such circumstances include disclosures to our agents or data processors or other contractors acting on our behalf and at our direction, subject to appropriate confidentiality, privacy and information security commitments provided by the receiving party, or where we believe it necessary to provide a service which you have requested, or as permitted or required by law, or as otherwise authorized or directed by you. Consistent with our professional obligations, we may provide Personal Information to regulatory authorities and law enforcement officials in accordance with applicable law or when we otherwise believe in good faith that the provision of such information is required

or permitted by law, such as in connection with the investigation or assertion of our legal defenses or for our compliance matters.

## **Cookie Policy**

A cookie is a text file sent by a web server and placed on your computer by your web browser. Cookies can be usefully divided into two different types, session and persistent. Session cookies differ from persistent cookies primarily in that session cookies are temporary and expire and are normally deleted when you close your browser. Persistent cookies, in contrast, remain stored on your computer after you close your browser until they are deleted either because they expire or you delete them. The firm uses session cookies in connection with its Internet Services, except for Internet Services that require you to log in, such as our client extranets, if any.

Although the firm uses the services of third parties in connection with these cookies, we do not allow the third-party service provider to use Personal Information about the users of our Internet Services.

None of these cookies are strictly necessary to access our Internet Services. You may reset your browser to refuse all cookies or to allow your browser to alert you when a cookie is set, however, certain parts of the Internet Services may function differently and not as well. Unless you have adjusted your browser setting so that it will refuse cookies, our Internet Services will issue cookies when you visit or interact with the firm's Internet Services. For more information about how to manage your cookies preferences, you should use the "help" menu of your web browser or explore the customer support sections of your web browser. Please note that you need to configure each browser on each device that you use if you wish to opt-out or block some or all cookies.

## **Children**

In order to respect the privacy of minors, the firm does not knowingly collect, maintain or process Personal Information submitted online via our Internet Services by anyone under the age of 18. To the extent the firm collects Personal Information on minors in the context of one of the purposes mentioned in the Policy, the firm will only do so with the appropriate consent or as otherwise permitted under applicable laws.

## **Changes**

We reserve the right to change this Policy at any time without advance notice. Should any new policy go into effect for our Internet Services, the firm will post it on this website and relevant Internet Services.

## **Contact Us**

If you have any questions relating to our use of your Personal Information please write us at Lindsey Law, PLLC at 15501 N. Adeline Ln., Spokane, WA 99028 or call us at 855.472.6525.