### **PRIVACY POLICY**

RELOCATO takes care of the privacy and protection of its customers' personal data, as well as respects their right to the legality of personal data processing in accordance with the applicable legislation - the Law on the Processing of Personal Data, Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (Regulation) and other applicable privacy and data processing legislation.

Hereby, RELOCATO confirms that the information and personal data provided by you in connection with placing an order on our website will be collected, processed and stored in accordance with the requirements of European Union laws and regulatory enactments on the protection of personal data. By providing your data, you agree to their processing and storage for the entire period of time and in the cases provided by law for as long as necessary after the initial processing.

#### WHAT PERSONAL DATA DO WE COLLECT AND FOR WHAT PURPOSE?

Personally Identifiable Information (PII)

Depending on your activities on our website, we may need to collect "Personally Identifiable Information" ("PII"). This PII may include information such as your name, contact information, e-mail address, and your location (based on IP). We may also collect "Non-Personally Identifiable Information" ("non-PII"), which is information that cannot be directly linked to you.

Furthermore, we may combine the PII and non-PII collected from you with additional information provided by third parties (for example, by registering or linking a Google or Facebook account or adding third-party data). While we will never intentionally collect or accept data about our customers in an unethical manner, we will not be held responsible, if we inadvertently obtain data from an external source that has been collected in an unethical manner. However, if we learn that a third party's PII has been collected in an unethical manner, we will stop using such data and take steps to prevent such PII from being collected again. Please contact us at info@relocato.us, if you believe that your PII has been provided or collected from a third party in an unethical manner. And we will not collect your PII unless you give us an express or implied consent to do so. If you want us to stop collecting your PII, just contact us by email: info@relocato.us.

Non-Personally Identifiable Information ("non-PII")

As mentioned above, non-PII is information that cannot be directly linked to you. When you use our services, we automatically collect certain non-PII. For example, we collect information about the devices you use to connect to our services (for example, the IP address of your computer or the digital ID of your mobile device) and how you use RELOCATO services (for example, what time of day you visit our website). Our advertisers and advertising agencies may also collect non-PII outside of RELOCATO services to measure the success of our digital advertising campaigns. We use the non-PII information we collect for a variety of purposes, such as providing services and ensuring and improving the quality of user experience, as well as analysing and improving our advertising to provide more relevant messages to our existing and potential customers.

### WHY DO WE COLLECT YOUR PII AND NON-PII?

The PII we collect is used to provide, analyse, and improve our services (such as processing, offers, responding to customer requests, implementing changes to assignments, etc.) and marketing efforts in print and digital media. If you voluntarily subscribe ("opt in") to our email newsletters, we will periodically send you e-mails on a variety of topics, including but not limited to: events, new content, product updates, blog posts, company news, job opportunities, etc.

We share e-mail activity data with our e-mail marketing service provider (MailChimp) to help it better target our marketing e-mails to customers. Although our e-mail marketing service provider has access to e-mail addresses and e-mail activity and may share bulk/non-specific activity data (such as non-PII), no e-mail address, specific e-mail activity or other PII is ever transferred to third parties. If a consumer wishes to "opt-out" of such exchanges, all they have to do is opt-out of receiving marketing letters from us and they will be immediately removed from all mailing lists. You can also contact RELOCATO by writing to the e-mail address: info@relocato.us.

Note: RELOCATO LTD is committed to complying with the principles of the EU-US Privacy Shield framework program. You can find more information about the protection it provides to you and your PII here: <a href="https://www.privacyshield.gov/welcome">www.privacyshield.gov/welcome</a>.

## ANALYTICS, ADVERTISING AND DIGITAL TOOLS

Our website also uses external analytics tools such as Google Analytics. Please click here for more information on how Google Analytics collects and processes data: <a href="https://www.google.com/policies/privacy/partners/">www.google.com/policies/privacy/partners/</a>.

RELOCATO and our outsourced service providers or partners use these analytics services for various

purposes, for example to improve the design and content of our websites, to help us know which pages are most attractive to all our visitors and which promotions our visitors prefer, and to evaluate our advertising campaign success.

In addition to Google Analytics, we use a number of data collection and advertising platforms and services to help us make informed decisions about our website layout, content, offers and advertising. These include in particular:

All Google advertising and analytics platforms (such as Google Analytics, Google AdWords, DoubleClick, Google Tag Manager, etc.). They are used to collect data about user behaviour on the website and to target users with paid search and display advertising campaigns. You can explore your options to opt out of Google ads by visiting the following links: <a href="https://www.google.com/settings/ads/onweb#display\_optout">www.google.com/settings/ads/onweb#display\_optout</a>.

https://www.google.com/settings/ads/onweb#display\_optout.

policy and remarketing by clicking here: <a href="https://www.facebook.com/about/basics/advertising">https://www.facebook.com/about/basics/advertising</a>.

Third-party social media management platforms such as Buffer. You can learn more about Buffer and its

Facebook and its advertising and social media platforms. You can learn more about Facebook's privacy

policies here: https://buffer.com/privacy.

websites:
<a href="http://optout.networkadvertising.org/#/">http://optout.networkadvertising.org/#/</a>

Note. You can learn how to opt out of various advertising services on the web by visiting the following

http://optout.aboutads.info/#/

# HOW DO WE SHARE INFORMATION? We do not disclose your PII to third parties except as described below. In all cases, you will be notified

and given the opportunity to make a decision about the transfer of your PII:
Your choice
With respect to your PII and non-PII, you have the option to change, correct or delete your information,

as well as the option to stop receiving any further messages from us. There is a number of ways you can control how we use your PII and non-PII in connection with marketing and promotions and remove your name from our customer lists.

You may opt out of our messages at the time we request your PII. Or later, after we have collected your

# PII, you may choose to stop receiving messages from us or to prohibit us from sharing your information with other companies for their marketing purposes. To use any of these options, please see the above information on opting out of informative messages or contact us by writing to: info@relocato.us.

STOP RECEIVING E-MAILS

If you receive e-mails from us and would like to unsubscribe from such messages in the future, you can

click on the "Unsubscribe" link at the bottom of the promotional message.

It is your choice whether you want to make your PII public on social media or other public platforms. Please note that information you share about yourself in a public forum, whether PII or not, will be considered public information for the purposes of this policy. If you do not want it to be public, please do not post it on any of our social channels, our website or third party social media platforms. We are

not responsible, if others use the information you post in an unethical, obscene or inappropriate manner. If you choose to make your information public, be sure to read the privacy policies or terms of use of third-party platforms before making them public. Please contact us by writing to the e-mail address: info@relocato.us, if you are unable to delete PII that you have posted on one of our social channels or website.

Please contact us, if you have any questions:

Social media and your public information

Phone: +1 786 280 28 26 E-mail: info@relocato.us