

## LEGAL NOTICES & PRIVACY POLICY

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Questions or comments regarding these terms and conditions should be directed to [info@oles.com](mailto:info@oles.com).

### PRIVACY POLICY

Oles Morrison Rinker & Baker LLP ("Oles Morrison" or "Firm") takes your privacy and the security of your personal information very seriously. Please take a moment to read this Privacy Policy ("Policy") and learn about Oles Morrison's general privacy and information security principles. This Policy applies to the website [oles.com](http://oles.com) ("Website").

#### WHAT IS PERSONAL INFORMATION?

For the purposes of this policy, "Personal Information" means any information by which you, as an individual, can be identified. It includes information such as your name, mailing address, telephone number, and e-mail address.

#### INFORMATION WE COLLECT

We may also collect other information which alone cannot be used to identify you as an individual. The following paragraphs describe some of the Personal Information and other data we may collect from users of our Website.

#### WHEN YOU SUBSCRIBE OR REQUEST INFORMATION

In certain sections on our Website, we may provide online forms in which you can input Personal Information such as your name and email address in order to request information, subscribe to our publications, or for other purposes indicated on our Website. We will use Personal Information collected from you only as necessary to provide the information or services you have requested which may include responding to your inquiry or to process your subscription to one of our newsletters or blogs.

#### THIRD PARTY SITES AND SERVICES

Please be aware, certain services on our Website are provided by third parties. You may also visit other third party sites through links on our Website. These third parties are not bound by this policy and may have privacy policies of their own governing the use and disclosure of your Personal Information. Please read any policies of third parties before you provide Personal Information to them.

#### WHEN YOU BROWSE OUR WEBSITE

Our Website may gather certain information automatically and store it in log files when you use our Website. We may collect IP addresses and/or click-stream data for purposes of system administration, to understand how our visitors use our Website. An IP address is a number that is automatically assigned to your computer whenever you access the Internet. When you request Web pages from the Website, our computers log your IP address.

We also collect click-stream data when you request pages from the Website. Click-stream data may include such information as the page served, the time, the source of the request, the type of browser making the request, the preceding page view and other such non-personal information. We also monitor other tracking-related information. This data helps us analyze how visitors arrive at the Website, what type of content is most popular, what type of visitors in the aggregate are interested in particular kinds of content, and the like. We use this information to update our Website and ensure that we are meeting the needs of our visitors.

## SHARING OF YOUR PERSONAL INFORMATION

We may share Personal Information with employees and contractors of our Firm, with third parties who provide certain services on our behalf, with selected third party organizations with whom we may collaborate on various activities or events, or in the other circumstances noted below. For example, we may share certain Personal Information we collect with third parties such as providers of data hosting or processing services, email services, or other service providers, for example if we have a third party send notification of firm publications, news or events we think may be of interest to you. We may also share Personal Information we possess in the event our Firm undergoes a corporate transaction, such as a merger with another firm, or in the event of a sale of all or substantially all of the assets of our Firm, or a dissolution of our Firm. To the extent permitted by applicable laws, we may share Personal Information if we need to protect the interests of the Firm, our clients, property, or the public. Similarly, we may share Personal Information with governmental authorities or otherwise in response to a legal request that we believe requires us to do so, for example, in connection with a criminal investigation or other legal requests from civil or administrative authorities in connection with a pending civil case or administrative investigation. Legal requests include, for example, search warrants, subpoenas, and other court orders. We may also receive legal requests or orders from jurisdictions outside the United States, in which case by using our Website you consent for your Personal Information to be transferred to the applicable country.

## UNSUBSCRIBE OR UPDATE MY PERSONAL INFORMATION

In general, Oles Morrison provides individuals with the right to opt-out of receiving marketing and other discretionary communications, and to update, supplement or delete their own voluntarily submitted personal information which Oles Morrison uses for the previously noted business purposes.

## COOKIES

Our Website may use cookies, web beacons and similar tracking technologies. These technologies are widely used for security, to learn about and improve upon how users navigate a website or to enable certain features. Cookies are small data files that are transferred to your hard drive when your browser settings permit the acceptance of cookies. Similar technologies, such as web beacons or pixel tags function through the use of small files, such as a GIF or PNG, which are opened on a page or in an email. The request for these files from a server reveals certain information, such as your browser type, IP address, and other information. To learn more about cookies and similar tracking technologies, and how they can affect your privacy, visit [allaboutcookies.org](http://allaboutcookies.org).

By tracking how and when you use our Website, these technologies help us determine which features and content on our Website are most important to our visitors. If you do not want information collected through the use of cookies, you can turn off cookies using your browser's settings menu; however, this may eliminate our ability to provide you with some of the features or functionality you would otherwise experience on our Website. Most modern browsers also include a "do not track" feature that may help protect your privacy. However, because there is not yet a defined response to do-not-track requests, our Website does not respond to your browser's do-not-track request. To learn more about, or to opt-out of Google's analytic and marketing services, visit [Google Analytics Terms of Use](#), the [Google Privacy Policy](#), or [Google Analytics Opt-out](#).

## SECURITY

We use physical, electronic and procedural safeguards to protect your personal information, including firewalls and scanning software to detect and block malicious code and certain unsolicited commercial e-mail (UCE or "spam"). Internally, we employ encryption technologies, user authentication systems (e.g., passwords and personal identification numbers) and access control mechanisms to secure access to our computer systems and files. We do not guarantee that our safeguards will always work. Please be aware that our information security software may cause some e-mail messages sent via this Website not to be received.

## MODIFICATIONS OF POLICY

This policy may change from time to time. We will post the most current version of this policy on our Website with the effective date. Your continued use of the Website means you consent to the terms of any new Policy.

## HOW TO CONTACT US

If you have any questions about this Policy or our use of your personal information, please email us at [info@oles.com](mailto:info@oles.com) or mail to Oles Morrison, 701 Pike Street, Suite 1700, Seattle, WA 98101.

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