

CaseLocker

Privacy Policy

EFFECTIVE DATE: May 10, 2021

This document describes how Litigation Locker, LLC (“**we**”, “**our**”) collect and use the personal information from Users of our service, upon the request of a Subscriber using our services.

“**Subscribers**”, “**Subscriber**” are entities or organizations that use our services to create online forms to collect a User’s data, receive file uploads, and/or communicate electronically with Users. When using our service, we may identify these generically as “Organization”, “Law Firm”, or “Law Office”.

“**Users**”, “**User**” are customers or clients who have been requested to access and complete forms, provide file uploads, sign documents, and/or communicate electronically as requested by a Subscriber. We have no direct relationship with the Users who use our services, and information is collected under the direction of Subscribers.

Our services utilize third party services, such as Google Maps and DocuSign, to improve our service and user experience. The use of these services is subject to applicable privacy policies, which can be found below:

Google Privacy Policy - <https://policies.google.com/privacy>

We use Google Maps APIs to autocomplete an address for you and provide recommended corrections to an address. We do not share other information you have entered with this service.

DocuSign Privacy Policy - <https://www.docusign.com/company/privacy-policy>

We use DocuSign to request a User to electronically sign a form or document at the request of a Subscriber.

Information We Collect

When a User accesses our services, we may collect two types of information about the User: personal and/or private information provided by the User; and browser, usage, and activity logs of actions performed on our services.

Personal Information provided by a User is completed at the request of a Subscriber; or provided by the Subscriber at the consent of the User. Information that may be requested and/or entered by a Subscriber includes, but is not limited to:

Name

Mailing Address

Email Address

Tax Identification Numbers (TIN, SSN, etc)

State Identification/Driver's License Numbers

Personally Identifiable Information

Protected Health Information

Browser, Usage, and Activity Logs are collected in aggregate to improve our services. This information includes Internet Protocol (IP) addresses, browser type & user agent, Internet service provider (ISP), operating system, date/time stamp, and clickstream data. We do not link User information to other information collected about a User on behalf of a Subscriber.

We use cookies and local browser storage to store information about your session and personal preferences. By using our services, you consent to the use and storage of this data on your device.

How We Use Your Data

User information collected within our services may be exported by the Subscriber to third parties, and as such is subject to the third-party's applicable Privacy Policy. Information provided by Users is provided to the Subscriber(s) that requested such information, and as such your information can/will leave our services at the Subscriber(s) direction.

We do not share your personal information with any other third parties. This does not mean that your information may not be shared to third parties by Subscribers who requested such information.

We do not use any of your information for advertising purposes, nor do we sell, share, or otherwise distribute such information to data aggregators or advertisers.

Subscribers provide a User's email to grant a User access to using our services. In doing so, the Subscriber is indicating that the User consents to receiving electronic communication and to providing information electronically. If a User wishes to opt-out, they should contact the Subscriber that requested such information or sent such communications, or they may contact us at help@litigationlocker.com to be placed on our do not contact list.

In the event of a service-related announcement, we may use your email to provide you important information about your account. These are service-related emails and are not marking or promotional. These emails cannot be opted out of.

We may be asked, under lawful requests, to disclose information to public authorities in matters of individual and public safety, or at the direction of law enforcement requirements. We may be required by law to disclose personal information provided through our service, or we may disclose your personal information in the event that we believe in good faith that disclosure is necessary to protect our rights, protect your safety or the safety of others, or to report or investigate fraud.

How Is My Information Secured

We use secure socket layer technology (SSL) to encrypt your traffic to our services, however the Subscriber that collects information from a User is ultimately responsible for securing collected information. We do not control or secure information that is in possession of the Subscriber.

In the event that you are accessing an insecure version of our services, you will not be permitted to complete the connection and your browser will display a warning notifying you that the connection is not secure. However, no method of transmission is 100% secure.

How to Access and Correct Information

We have no direct relationship with the Users, and as such we may not be able to make decisions on when a User may Access or Correct Information requested by a Subscriber. Users should contact the Subscriber to request removal or correction of any information provided through our services.

Minors

Persons under 18 years of age may not be permitted to use our services, and if a Subscriber should need to collect information about a minor, that information should be provided by the person's parent or guardian on behalf of the minor.

In the event that a person is under the age of 18 but has been declared legally emancipated by a court or is above the age of majority in the jurisdiction in which they reside may be permitted to use our services.

Subscribers that provide User information are providing this information under the terms that they have determined that all Users provided are of the age of majority or meet an exemption. In the event that a User is a minor and does not have any of the above exemptions, the User data may be deleted from our services if found it was provided without parent or guardian's consent.

Your Consent

By using our services, you consent to our collection and use of your personal information as described in this privacy policy. If we change our Privacy Policies, we will notify you on our services to keep you informed of the data we collect and how we use it. Your continued use of our services after any such change shall constitute your consent to such change.

California Residents

Under the California Consumer Privacy Act, California residents have the right to know and request what data is collected about them when using our services. Information collected about Users may be used by Subscribers to aggregate data or to transmit to third parties, and as such Users should contact the Subscriber collecting this information if they have any questions about how the Subscriber uses their data.

Our services do not collect information on behalf of third-party direct marketers, advertisers, or data brokers.

California Residents have the right to:

- opt-out of electronic collection of personal information on our services, or you may submit such information to a Subscriber via alternative methods, such as physical mail, over the phone, or via email. Subscribers may still enter User information into our services for their purposes, and Users should contact these Subscribers to learn more about how their data will be used.
- request access to all personal information collected in our services, regardless of when or how it was collected, unless doing so proves impossible, would violate another Users privacy, or would involve a disproportionate effort.

If you wish to contact us about your consumer privacy rights under CCPA and CPRA, please contact us at privacy@litigationlocker.com. Individual requests for data or deletion may need to be directed to the Subscriber that requested such information.