

## **PRIVACY POLICY OF HAMBLETON COMPLIANCE, LLC**

As consultants that routinely work with clients on a confidential basis, we at Hambleton Compliance, LLC (“Hambleton Compliance”), take privacy and confidentiality seriously. We will not collect personally identifiable information (“PII”) that you do not volunteer. We will not sell or rent your PII to third parties without your consent. We will not otherwise share your PII except with your consent or for the limited purposes described below. If you choose to register or submit PII or other information to us via this website, you agree to the use of such information in accordance with this privacy policy.

### **Access**

Hambleton Compliance does not require website visitors to register to gain access to our website.

### **Information Collection and Use**

As a general visitor to our website, Hambleton Compliance does not collect any PII about you.

Hambleton Compliance collects PII and other data voluntarily provided by visitors to our Website for a variety of purposes, including but not limited to:

- Information requests
- Interactive tools or assessments for which access is gained via our website
- Publication distribution (newsletters, white papers, etc.)

Information we may collect as a result of voluntary submission may include, but not be limited to, name, company name, job title, mailing address, e-mail address, phone number, and fax number. Hambleton Compliance uses reasonable efforts to maintain an accurate record of information submitted to our website. However, Hambleton Compliance is not responsible for verifying the continued accuracy of this information. In addition, it is our policy to honor any visitor's request to discontinue receiving information or notices regarding our services or products, and we will accordingly refrain from sending further information.

### **Information Disclosure**

Hambleton Compliance does not sell, trade, or rent any PII to third parties for

marketing purposes. Such information may, however, be disclosed in the situations outlined below.

- As required by law through search warrant, subpoena, or other legal process
- As part of any actual or threatened legal proceeding or alternative dispute resolution
- When required, in order to deliver publications or materials as requested by a website visitor
- As needed to facilitate seminars and events hosted by a third party or Hambleton Compliance when disclosure is necessary for event planning and materials development
- To provide information to affiliates of Hambleton Compliance and nonaffiliated third parties who perform services for us in conjunction with any requests or inquiries made by you.

### **Linked Sites/Third Party Links**

There are various instances throughout Hambleton Compliance.com where a link is provided to other websites. Hambleton Compliance's online privacy policy does not apply to these websites; therefore, we recommend that you review the privacy policies for such sites.

### **Events**

Throughout the year, Hambleton Compliance sponsors a variety of educational and networking events such as seminars, client outings, and discussion groups. Registration for such events may require the collection of PII to be used in the development of attendance lists, nametags, and other event materials and may be shared with third parties involved in the planning and preparation of the event.

### **“Contact Us” Form**

Hambleton Compliance appreciates feedback from visitors to our Website. Information provided by the completion of this form is used for internal purposes such as improving the online experience for our Website visitors, and answering visitors' general questions. If you have questions about a specific service or engagement, please contact Margaret Hambleton at 661-904-2880 or [Margaret@hambletoncompliance.com](mailto:Margaret@hambletoncompliance.com)

### **Children**

Hambleton Compliance's website is not specifically designed for, or directed at children 13 years of age or younger, nor is it the intention of Hambleton Compliance to collect or maintain information about anyone under the age of 13.

## **Comments**

We reserve the right to refuse post comments that are spam, inappropriate, defamatory, use profanity, or otherwise violate our policies or terms of use.

- Corrections on any inaccurate or misleading postings must be made in a timely manner.
- Most changes will be made by adding to posts, and we will mark any additions clearly.

## **Modifications**

Hambleton Compliance reserves the right to amend this privacy policy at any time. If you have any questions or concerns regarding online privacy at [www.HambletonCompliance.com](http://www.HambletonCompliance.com), please feel free to contact us.

## **Legal Disclaimer**

The information on this website is provided solely for general illustration and guidance and does not create a business or professional services relationship. The application and impact of laws can vary widely based on the specific facts involved. Given the changing nature of laws, rules and regulations, and the inherent hazards of electronic communication, there may be delays, omissions or inaccuracies in information contained in this website. Accordingly, the information on this site is provided with the understanding that the authors and publishers are not herein engaged in rendering legal, accounting, tax, or other professional advice and services. As such, it should not be used as a substitute for consultation with professional accounting, tax, legal or other competent advisers. Before making any decision or taking any action, you should obtain appropriate professional guidance.

While we have made every attempt to ensure that the information contained in this website has been obtained from reliable sources, Hambleton Compliance is not responsible for any errors or omissions, or for the results obtained from the use of this information. All information in this website is provided "as is", with no guarantee of completeness, accuracy, timeliness or of the results obtained from the use of this information, and without warranty of any kind, express or implied, including, but not limited to warranties of performance, merchantability and fitness for a particular purpose. In no event will Hambleton Compliance, or the members, agents or employees thereof be liable to you or anyone else for any decision made or action taken in reliance on the information in this website or for any consequential, special or similar damages, even if advised of the possibility of such damages.

This website may contain links to servers maintained by other organizations. Hambleton Compliance cannot provide any warranty about the accuracy or source of information found on any of these servers, or the content of any file the user might choose to download from a third-party site. Hambleton Compliance assumes no responsibility for anything found on any such sites and does not endorse, warrant, promote, or recommend any services or products that may be provided or accessed through them or any person or body which may provide them. Such websites may or may not be presented within a frame on this website.

### **Trademarks**

All trademarks referred to on Hambleton Compliance's website are the properties of their respective owners.