

ARKADIN PRIVACY POLICY

Arkadin, Inc. and its affiliates (collectively, "**Arkadin**", "**we**", "**us**") recognize and respect the importance of protecting your privacy. To that end, we have adopted the principles set forth in this privacy policy (the "**Policy**") to communicate our information gathering and dissemination practices.

Please read this Policy carefully. By using the Arkadin web site (the "**Site**"), you signify your assent to this Policy. If you do not agree to this Policy, please do not use the Site.

Scope

This Policy is intended to inform you of the steps we take to protect the Personal Information (as defined below) that you choose to provide to us. We recommend that you carefully review this Policy before providing us with your Personal Information, because you are transmitting your Personal Information to us at your own risk.

This Policy applies to the Site, to all of the services offered by Arkadin through the Site (the "**Arkadin Services**") and to all personal information that we directly collect or otherwise receive from you, whether manually or digitally processed (the "**Personal Information**"). A Client of Arkadin (as defined below) may invite you to utilize this Site to allow you to participate in conferencing services initiated by the Client. In that case, this Policy does not apply to information our Clients may collect or receive from you, and we cannot guarantee or enforce the privacy policies of our Clients. If you are a visitor to the Site, this Policy applies to any Personal Information that we directly collect or otherwise receive from you. "**Client**" is defined as any person using the Arkadin Services, including but not limited to (i) the Client who has agreed to and accepted Arkadin's Terms of Use or Arkadin's Standard Terms and Conditions, or (ii) any person designated by the Client, such as any current or former employee, agent, subcontractor, or consultant of the Client, who leads, manages or attends a conference.

The Site, Arkadin Services and other products and services available herein are not developed for or directed at children. The Site is not designed to attract children under the age of thirteen. We do not knowingly solicit or collect Personal Information from any individual who is under the age of eighteen. Visitors under eighteen years of age are not eligible to do business with us.

The Site may contain banner advertisements and hyperlinks that can take you to web sites run by third parties. Please be aware that we are not responsible for the privacy practices of other web sites, even if we try to link only to sites that share our respect for privacy. For this reason, please review the privacy policies of these other web sites before disclosing any personal information to or through them.

Information Disclosure

The Personal Information that you submit to Arkadin remains your property. We do not share or otherwise provide Personal Information to unrelated third parties with whom we do not have contractual relationships, and it will remain confidential with Arkadin. Arkadin does, and by using the Site, you give Arkadin the right to use that Personal Information (and by submitting your e-mail address at the Site and/or registering for the Arkadin Services, you agree to receive e-mail marketing from us unless and until you choose to opt-out), (a) for marketing and/or marketing survey purposes (b) to enable Arkadin to send you promotions about Arkadin Services, (c) for updates to any information that we believe is necessary or appropriate for you to receive in connection with your continued use of the Site, (d) to reach you, when necessary, regarding issues concerning your use of the Site and Arkadin Services and (e) to provide you with information that you request.

In the course of providing you with our Services, we may disclose Personal Information and pass your financial details to third parties with whom we have contractual relationships, such as credit or debit card issuers and other payment services which assist us in providing services to you. Whenever Arkadin discloses such Personal Information to such third parties, they will only have access to the

Personal Information required to perform their specific function relating to the Arkadin Services, and may not use it for any other purpose. Further we require them to comply with our Privacy Policy.

We may also disclose Personal Information if required to do so by law or in the good faith belief that such action is necessary (a) to the extent required by law or regulations, (b) to the extent required to respond to judicial process or a good faith belief that such action is necessary under law or to comply with legal process served on us, (c) to protect the security and integrity of the Site and Arkadin Services, (d) to protect our rights and property and the rights and property of others, including Arkadin's rights to assure the Services are being used in accordance with our agreements, (e) to respond to claims that submitted information violates the rights or interests of third parties, (f) to correct technical problems and malfunctions in how the Site operates or processes visitors' information, (g) in connection with a merger, consolidation or sale of all or substantially all of the stock or assets of one or more of our businesses or (h) in accordance with your instructions in connection with Arkadin's providing its Services to you.

Security

Although we take appropriate measures to safeguard against unauthorized disclosures of information, we cannot assure you that Personal Information that we collect will never be disclosed in a manner that is inconsistent with this Policy. We created and control this Site and periodically we review our compliance to this Policy and our security practices to identify both security threats and opportunities for improvement.

Arkadin may collect certain information from you such as Internet Protocol addresses and other data related to your use of the Site (the "**Site Data**"). We maintain this information to help diagnose technical problems and to administer the Site as part of our continuing efforts to improve the quality of the Arkadin Services. We may also track and analyze non-identifying, aggregate usage and volume statistical data from our Clients and other Site visitors, and provide such aggregated, anonymous information to third parties.

We restrict access to all Site Data and Personal Information to only those employees of Arkadin who are required to have access to perform their functions. Such employees are informed of our practices for handling Site Data and Personal Information and are contractually obliged to adhere our confidentiality and security protocols. All of your Personal Information, from the point when entered to where such information is stored and/or transmitted, is encrypted and protected with encryption software.

Personal Information Collection

The Personal Information we request may include personally identifiable information such as your e-mail address, first name, last name, credit or debit card number, information allowing us to access other payment services, a user-specified password, mailing address, zip code, mobile telephone number and home telephone number. It is solely your choice to provide the Personal Information. However, should you choose not to provide the Personal Information, we may be unable to process an order, fulfill a service or display certain content on the Site.

Cookies

When you visit the Site, we send a cookie and/or "gif" file (a "cookie") to assign an anonymous, unique identifier to your Internet browser. Cookies are files that web browsers place on a computer's hard drive and are used to tell us whether visitors have visited the Site previously.

Stand-alone cookies do not identify a visitor personally. They merely recognize a particular visitor's browser. Unless a visitor chooses to identify itself to Arkadin by logging in, it remains anonymous to Arkadin. Cookies come in two types: "session" and "persistent-based". Session cookies exist

only during an online session and disappear from the visitor's computer when the visitor closes its browser software or turns off its computer. Persistent cookies remain on a visitor's computer after the browser is closed or the computer is shut down. Persistent cookies include such information as a unique identifier for a browser.

Arkadin uses session cookies containing encrypted information to allow the system to identify you while you are using the Site and to process your online transactions and requests. Session cookies are required for you to use the Site to enable us to make sure you are who you say you are after you log in. If you disable your web browser's ability to accept cookies, you will be able to browse the Site but will not be able to use all of the Services. We treat any information that may be contained in cookies with the same level of protection as Personal Information you provide to us.

To disable and reject certain cookies, activate that feature on your browser.

Access to Personal Information

You are responsible for maintaining the confidentiality of your login name, password and/or pin code, and for restricting access to your computer or account. You are solely responsible for the use of your Personal Information or access to the account by any individual with whom you share your login name, password and/or pin code or authorize to use your account. You are also solely responsible for any unauthorized use or access that results in whole or in part from your failure to protect the confidentiality of your login name, password and/or pin code.

Arkadin will assign to you confidential account access details such as an access number and a pin code. It is your responsibility to keep this information confidential.

To access Personal Information which you provided to us or which we collected directly from you, contact us as set forth below. A person seeking access to Personal Information which a client of Arkadin provided to us must contact the Client directly.

Opt Out/Unsubscribe

To opt-out of having your Personal Information shared with other third-parties related to Arkadin, please [Click Here](#). Please note however that in such case we may not be able to perform the Arkadin Services for you. Arkadin may maintain separate e-mail lists for different purposes: to end your e-mail subscription from a particular list, follow the instructions at the end of each e-mail message to unsubscribe from the particular list. To unsubscribe from all Arkadin e-mail lists, please [Click Here](#).

Modifications to Privacy Policy

We reserve the right to make modifications to this Policy at any time. We will post online any material changes to this Policy and make them accessible via this Site prior to their taking effect. Your continued use of the Site will constitute your affirmative acknowledgement and acceptance of the terms of the prevailing Policy as updated or amended.

If you have any questions about this Policy or the practices of Arkadin, please feel free to contact us at info@arkadinexpress.com.