

# WellEz Information Management, LLC Privacy Policy

## Our Commitment to Privacy

Your privacy is important to us. This website, [www.wellez.com](http://www.wellez.com) and [www.wellez.net](http://www.wellez.net) (the "Site"), are owned and operated by WellEz Information Management, LLC (WellEz). This Privacy Policy describes how we collect, use and disclose information that we may obtain about you through the Site. When you provide information to us via our Site, we protect it according to this Privacy Policy. **By using this Site, you acknowledge that you have reviewed, and agree to, the terms of this Privacy Policy. If you do not agree to this Privacy Policy, do not use this Site.**

WellEz operates in the business-to-business (B2B) software industry. We do not focus on consumer users or the collection of consumer data. To the extent we collect information online, our purpose is to better serve our business customers.

## The Information We Collect

We may collect the following types of information when you browse this Site, any other WellEz website, or any affiliate site:

Information you provide directly when you register or make an online order, inquire about WellEz products, or request WellEz support or services at any WellEz interactive message board, or via any e-mail messages you send us, including personally identifiable information such as your name, contact information (phone, fax and pager numbers, address, and email address), ordering information, and payment data.

Information you provide directly, including personally identifiable information you submit through this Site as part of the process of registering for a WellEz sponsored training, event, user group, or conference.

Passively collected information, such as IP addresses, web browser and operating system information, date and time of visits, and the web pages your Internet browser visits when browsing this Site, any other WellEz website or any affiliate site;

Click-through information related to WellEz emails and related marketing activities; and

Aggregate, non-personally identifiable information, such as the number of hits per week or per web page.

## The Way We Use Information

WellEz uses information collected online in the following ways:

For information you provide directly online, or through email messages, relating to inquiries about products, ordering products, requests for support or services, or downloading products, we use the information to engage in and process transactions with you, respond to your inquiries and requests, and provide customer support activities.

For information you provide online, including actions or clicks from hyperlinks and subscriptions, we use the information to customize future communications and web pages in accordance with communication preferences you have established with WellEz.

For some registration, email and use data you provide, we may direct you to particular web pages, customize the web pages you see, or otherwise increase the relevance of the information you receive.

For information about web pages visited, page hits per week, and the like, we use this information internally to improve the design of our web pages.

For information submitted online for scheduling training or registering to attend a WellEz sponsored conference or event, we may use and disseminate this information internally and among our affiliates to communicate with you and to facilitate your registration and participation.

## When We Share Customer Information

WellEz shares information for business purposes only on a need-to-know basis and only with: (a) its own employees and affiliates; (b) the customer from which WellEz received the information; (c) WellEz subcontractors, consultants, and third-party service-provider companies, that have agreed to safeguard such information in a like manner to the way that WellEz safeguards such information and that have signed confidentiality agreements with WellEz; and (d) other entities authorized to have access to such information under applicable law or regulation. WellEz does not share non-public individually identifiable information with third party marketers.

WellEz may disclose information to protect our rights or property, to enforce our terms of use and legal notices, as required or permitted by law, or at the request of government regulators or other law enforcement officials and the courts (including the issuance of a valid subpoena). We shall have no duty to notify you of such compliance with the law.

We will not use or share information in ways unrelated to those described above without first notifying you and offering you a choice as to whether or not we may use your data in this different manner.

### **Our Commitment to Data Integrity and Security**

WellEz processes information only in ways compatible with the purpose for which it was collected. To the extent necessary for such purposes, we take reasonable steps to make sure that customer information is accurate, complete, current and otherwise reliable with regard to its intended use. However, WellEz expects customers will update their personal information with WellEz as necessary.

WellEz takes reasonable and appropriate measures to maintain the confidentiality and integrity, and prevent the unauthorized use or disclosure, of information. This includes maintaining a system of appropriate administrative, physical and technical safeguards to secure such information.

### **How You Can Access or Correct Your Information**

You can request access to your personally identifiable information that we collect online and maintain, and update or correct that information, through e-mailing [info@WellEz.com](mailto:info@WellEz.com) with the subject line heading of "Privacy Policy Request." To protect your privacy and security, we will take reasonable steps to verify your identity before granting access or making corrections.

We may keep information in an off-line form, for archival purposes or as otherwise required by law. Please note that if your information is removed from our databases, you may no longer be able to access certain areas of our website requiring registration or a subscription.

Users may request to be removed from a WellEz e-mail list, by following the "unsubscribe" instructions on e-mails from WellEz or by sending a request to [info@WellEz.com](mailto:info@WellEz.com).

### **Revisions and Contact Information**

We periodically update the features of our Site to better serve you and all our customers. We reserve the right to change this Privacy Policy without advance notice and any modifications are effective when they are posted here. The date of the newest version will be posted below. Please check back frequently, especially before you submit any personally identifiable information at this Site, to see if the Privacy Policy has changed. By using our website, you indicate your understanding and acceptance of the terms of the Privacy Policy posted at the time of your use. If you have any questions, please contact us by sending an e-mail message to [info@WellEz.com](mailto:info@WellEz.com) with the subject line heading of "Privacy Policy Request."