#### Last updated: 7/10/2020

This Privacy Policy explains Ceiba Software and Arts, costarican based company, organicer of the event called "Expovit" ("Expovit" or "we" or "our") privacy practices for subscribers to our mailing list found in different web and social platforms (the "Lists"). We created this Privacy Policy to explain what information we gather from you when you provide it to our List and how we may use and disclose this information.

This Privacy Policy is a stand alone agreement between you and Ceiba Software and Arts, in the form of Expovit. You, our subscribers are our main driver and we value you and the information you trust us as a user. And as part of our transparency policies we share with you our Privacy Policies.

Expovit is committed to keeping any and all personal information collected from those individuals that buy tickets to our event, confidential, secure and private. Our privacy policy has been designed and created to ensure those affiliated with our commitment and realization of our obligation to meet existing privacy standards.

By buying your ticket, you must be of legal age to provide your personal information to third parties according to your local legislation, if not, please do not subscribe to our mailing list. You consent to the collection, use and disclosure of your personal information as described in this Privacy Policy. We reserve the right to change this Privacy Policy at any time. If we make any material changes to our Privacy Policy, we will post a new policy on our website (www.expovit.co.cr) and update the "last updated" date set forth above. Policy changes will apply only to information collected after the date of the change.

This Privacy Policy applies only to information collected through our online mailing lists and not to information collected offline.

Withdrawal of consent hereunder. You may at any time withdraw a consent granted hereunder by contacting us and stating so. In case of withdrawal, Expovit will not process Personal Data subject to this consent any longer unless legally required to do so.

#### How do we use your information?

Expovit may collect and may make use of personal information to assist in the operation of our services and to ensure delivery of those services and products you need and request. The use of information collected is to personalize your experience, to improve our products, and customer service, to administer a contest, promotion, survey or other site feature, to process your transactions, to ask for ratings and reviews of services or products, to follow up with you after correspondence (live chat, email or phone inquiries), to send periodic emails.

At times, we may find it necessary to use personally identifiable information as a means to keep you informed of other possible products and/or services, through our emails, news, blog, videos and downloads, that may be available to you. Expovit may also be in contact with you with regards to completing surveys and/ or research questionnaires related to your opinion of current or potential

future products and services may be offered. Your data may be shared with the services listed in this list:

# **Payment services:**

PayPal - This service allows payment processing, settlement services, and fraud checking.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

# **Ticketing Services:**

Tito Limited ("Tito") - Ticketing service for the purchase of entrances for Expovit. Unit 2, 64 Dame Street, Dublin 2. <u>Privacy Policy</u>

# **Customer Support Services:**

Delighted, LLC - This service allows Expovit to conduct customer satisfaction surveys.Personal Data collected: Name, Email and IP address, along with various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

Intercom R&D Unlimited aka Intercom - This service allows Expovit to conduct web-based customer support and send marketing emails to users.Personal Data collected: Name, Email and IP address, along with various types of Data as specified in the privacy policy of the service.Place of processing: Republic of Ireland - Privacy Policy

Zendesk, Inc (USA) - This service allows Expovit to conduct web-based customer support.Personal Data collected: Name, Email and IP address, along with various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

# **Operational Support Services:**

Appcues - This service allows Expovit to customize the onboarding of new users.Personal Data collected: Email and IP address, along with various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy | Opt-Out

Amazon Web Services (USA) - This is a hosting service provided by Amazon.com, Inc.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

Clearbit (USA) - This service allows for enrichment of customer Data points.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA -Privacy Policy | Opt-Out

CloudFlare (USA) - This service increases the speed and reliability of websites.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

PivotalTracker (USA) - This service is a project management tool.Personal Data collected: Name, email, and various types of Data as specified in the privacy policy of the service.Place of Processing: USA - Privacy Policy

ProductBoard, Inc (USA) - This service allows for research and organization of customer support issues and feature requests.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

Wordpress - Web construction system used for the site. USA. <u>www.expovit.co.cr</u>. <u>Privacy Policy</u>

Supremecenter Host - Web hosting site that supports the website <u>www.expovit.co.cr</u>. USA. <u>Privacy</u> <u>Policy</u>

Slack Technologies, Inc (USA) - This service is an internal messaging application.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

Zebrafish Labs, Inc. aka IMGIX - This service provides image optimization tools.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

# **Marketing Support Services:**

Facebook, Inc. (USA) - This service allows for tracking of website traffic and activity.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

Google, Inc. (USA) - This service allows for tracking of website traffic and activity.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA - Privacy Policy

Hubspot, Inc. (USA) - This service is used for sales and marketing activities.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: USA -Privacy Policy

Lob.com, Inc - This service ships Postcards and other prints to certain customers, upon request. Personal Data collected: Email address, Name, address, phone number. Place of processing: USA -Privacy Policy

Mailchimp/Mandrill (USA) - This service sends marketing and emails to our subscribers. Personal Data collected: Email address, Name, Location.Place of processing: USA - Privacy Policy

Typeform - This service helps us collect email addresses and contact information from blog subscribers. It's also used to gather shipping information from users who are being sent physical products.Personal Data collected: Various types of Data as specified in the privacy policy of the service.Place of processing: Spain - Privacy Policy

Expovit can disclose your personal information, without prior notice to you, only if required to do so in accordance with applicable laws and/or in a good faith belief that such action is deemed necessary or is required in an effort to:

1. Remain in conformance with any decrees, laws or statues or in an effort to comply with any process which may be served, upon us.

2. Maintain, safeguard and/or preserve all the rights and/or property of: and

3. Perform under demanding conditions in an effort to safeguard the personal safety of users of and/or general public.

It comes to the collection of personal information from children under the age of 16 years old, the Children's Online Privacy Protection Act (COPPA) puts parents in control. The Federal Trade Commission, United States' consumer protection agency, enforces the COPPA Rule, which spells out what operators of websites and online services must do to protect children's privacy and safety online.

We do not specifically market to children under the age of 16 years old.

## For the GDPR rules enacted by the European Union.

We do not use tracking technology nor collect cookies through our mailing lists. Our database is managed through the ticketing tool, Tito, it's privacy policies apply. We duplicate the database built through the site in an offline spreadsheet.

## DO WE DISCLOSE THE INFORMATION WE COLLECT TO OUTSIDE PARTIES?

We do not sell to, trade with or otherwise transfer to outside parties your personally identifiable information unless we provide you with advance notice and consent, except as described herein. The term "outside parties" does not include website hosting partners and other parties who assist us in operating Expovit, conducting our business or servicing you, as long as those parties agree to keep this information confidential.

In the event that we sell our company, or otherwise transfer any assets of our company, we may provide your information to the purchaser so that you may continue the relationship or business with us and our products. We may also release your information when we believe that release is necessary to comply with law, enforce the policies of our Website or protect our or others' rights, property or safety.

However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising or other uses.

#### What are cookies and how do we use them?

Cookies are small files that a site or its service provider transfers to your computer's hard drive through your Web browser (if this is enabled on the browser itself) Cookies enable the site's or

service provider's systems to recognize your browser and capture and remember certain information. For instance, cookies are used to help online stores to remember and process the items in your shopping cart.

We may contract with third-party service providers to assist us in better understanding the visitors to our website. These service providers are not permitted to use the information collected on our behalf except to help us conduct and improve our business.

You can choose to have your computer warn you each time a cookie is sent, or you can choose to turn off all cookies. You do this through your browser's (i.e., Google Chrome or Internet Explorer) settings. Each browser is a little different, so look at your browser's Help menu to learn the correct way to modify your cookies.

We do not store cookies information.

Expovit does not sell any products directly on our website. Any product that we sell are through third party platforms, sites, stores, and similar. Their use for cookies as well as other privacy policies may apply so we recommend that you read them carefully.

### Safeguarding your personal information

Our mailing lists rest on the security systems provided by the third party companies and their services regarding data acquisition.

However, no commercial method of information transfer over the Internet or electronic data storage is known to be not 100% secure; therefore, we encourage you to always take care to safeguard your personal information.

Our users will be notified within 72 hours if a Data breach occurs.

## What should you consider before clicking third party links?

This Privacy Policy applies solely to information collected by the Tito tool. In an attempt to provide you with increased value, we may include third party links on our website and forms. These linked websites have separate and independent privacy policies (as Tito does). We therefore have no responsibility or liability for the content and activities of these linked websites. We encourage all users and visitors to be aware when they leave our website and read the privacy policies of each website that collects personally identifiable information.

#### Where do I direct questions about this privacy policy?

We welcome your questions, comments and concerns about our Privacy Policy. Please send us all feedback pertaining to this Privacy Policy to <u>info@expovit.co.cr</u>

### What are my California privacy rights?

Under California's "Shine the Light" law, California residents who provide personal information in obtaining services for personal, family or household use are entitled to request and obtain from us once per calendar year information about the customer information that we shared, if any, with other businesses for their own direct marketing uses. If applicable, this information would include the categories of customer information and the names and addresses of those businesses with which we shared customer information for the calendar year previous to such request (e.g. requests made in 2014 will receive information regarding 2013 sharing activities).

To obtain this information from us, please send an email message to <u>info@expovit.co.cr</u> with "Request for California Privacy Information" in the subject line and in the body of your message. We will then email you the requested information. Not all information sharing is covered by the "Shine the Light" requirements and only information on covered sharing will be included in our response.