Privacy Policy of Law Offices of Rachel L Kaylie, P.C.

Law Offices of Rachel L Kaylie, P.C. collects some Personal Data from its Users.

Owner and Data Controller

The Law Offices of Rachel L. Kaylie, P.C. 1702 Avenue Z, Suite 205 Brooklyn, NY 11235

Owner contact email: info@kaylielaw.com

Types of Data collected

Among the types of Personal Data that Law Offices of Rachel L Kaylie, P.C. collects, by itself or through third parties, there are: Cookies; Usage Data; first name; last name; phone number; company name; state; email address; various types of Data; geographic position.

Complete details on each type of Personal Data collected are provided in the dedicated sections of this privacy policy or by specific explanation texts displayed prior to the Data collection.

Personal Data may be freely provided by the User, or, in case of Usage Data, collected automatically when using Law Offices of Rachel L Kaylie, P.C.

Unless specified otherwise, all Data requested by Law Offices of Rachel L Kaylie, P.C. is mandatory and failure to provide this Data may make it impossible for Law Offices of Rachel L Kaylie, P.C. to provide its services. In cases where Law Offices of Rachel L Kaylie, P.C. specifically states that some Data is not mandatory, Users are free not to communicate this Data without consequences to the availability or the functioning of the Service.

Users who are uncertain about which Personal Data is mandatory are welcome to contact the Owner. Any use of Cookies – or of other tracking tools — by Law Offices of Rachel L Kaylie, P.C. or by the owners of third-party services used by Law Offices of Rachel L Kaylie, P.C. serves the purpose of providing the Service required by the User, in addition to any other purposes described in the present document and in the Cookie Policy.

Users are responsible for any third-party Personal Data obtained, published or shared through Law Offices of Rachel L Kaylie, P.C.

Mode and place of processing the Data

Methods of processing

The Owner takes appropriate security measures to prevent unauthorized access, disclosure, modification, or unauthorized destruction of the Data.

The Data processing is carried out using computers and/or IT enabled tools, following organizational procedures and modes strictly related to the purposes indicated. In addition to the Owner, in some cases, the Data may be accessible to certain types of persons in charge, involved with the operation of Law Offices of Rachel L Kaylie, P.C. (administration, sales, marketing, legal, system administration) or external parties (such as third-party technical service providers, mail carriers, hosting providers, IT companies, communications agencies) appointed, if necessary, as Data Processors by the Owner. The updated list of these parties may be requested from the Owner at any time.

Place

The Data is processed at the Owner's operating offices and in any other places where the parties involved in the processing are located.

Depending on the User's location, data transfers may involve transferring the User's Data to a country other than their own. To find out more about the place of processing of such transferred Data, Users can check the section containing details about the processing of Personal Data.

Retention time

Unless specified otherwise in this document, Personal Data shall be processed and stored for as long as required by the purpose they have been collected for and may be retained for longer due to applicable legal obligation or based on the Users' consent.

The purposes of processing

The Data concerning the User is collected to allow the Owner to provide its Service, comply with its legal obligations, respond to enforcement requests, protect its rights and interests (or those of its Users or third parties), detect any malicious or fraudulent activity, as well as the following: Analytics, Backup saving and management, Contacting the User, Content commenting, Data transfer outside the EU, Displaying content from external platforms, Hosting and backend infrastructure, Infrastructure monitoring, Interaction with external social networks and platforms, Location-based interactions, Managing contacts and sending messages and SPAM protection.

For specific information about the Personal Data used for each purpose, the User may refer to the section "Detailed information on the processing of Personal Data".

Detailed information on the processing of Personal Data

Personal Data is collected for the following purposes and using the following services:

Analytics

The services contained in this section enable the Owner to monitor and analyze web traffic and can be used to keep track of User behavior.

Google Analytics (Google Inc.)

Google Analytics is a web analysis service provided by Google Inc. ("Google"). Google utilizes the Data collected to track and examine the use of Law Offices of Rachel L Kaylie, P.C, to prepare reports on its activities and share them with other Google services.

Google may use the Data collected to contextualize and personalize the ads of its own advertising network.

Personal Data processed: Cookies; Usage Data.

Place of processing: United States - Privacy Policy - Opt Out.

Google Analytics with anonymized IP (Google Inc.)

Google Analytics is a web analysis service provided by Google Inc. ("Google"). Google utilizes the Data collected to track and examine the use of Law Offices of Rachel L Kaylie, P.C, to prepare reports on its activities and share them with other Google services.

Google may use the Data collected to contextualize and personalize the ads of its own advertising network. This integration of Google Analytics anonymizes your IP address. It works by shortening Users' IP addresses within member states of the European Union or in other contracting states to the Agreement on the European Economic Area. Only in exceptional cases will the complete IP address be sent to a Google server and shortened within the US.

Personal Data processed: Cookies; Usage Data.

Place of processing: United States - Privacy Policy - Opt Out.

Backup saving and management

This type of service allows the Owner to save and manage backups of Law Offices of Rachel L Kaylie, P.C. on external servers managed by the service provider itself. The backups may include the source code and content as well as the data that the User provides to Law Offices of Rachel L Kaylie, P.C.

Amazon Glacier (Amazon)

Amazon Glacier is a service to save and manage backups provided by Amazon Web Services Inc.

Personal Data processed: various types of Data as specified in the privacy policy of the service.

Place of processing: United States - Privacy Policy.

Contacting the User

Contact form (Law Offices of Rachel L Kaylie, P.C.)

By filling in the contact form with their Data, the User authorizes Law Offices of Rachel L Kaylie, P.C. to use

these details to reply to requests for information, quotes or any other kind of request as indicated by the form's header.

Personal Data processed: company name; email address; first name; last name; phone number; state.

Mailing list or newsletter (Law Offices of Rachel L Kaylie, P.C.)

By registering on the mailing list or for the newsletter, the User's email address will be added to the contact list of those who may receive email messages containing information of commercial or promotional nature concerning Law Offices of Rachel L Kaylie, P.C. Your email address might also be added to this list as a result of signing up to Law Offices of Rachel L Kaylie, P.C. or after making a purchase.

Personal Data processed: email address.

Content commenting

Content commenting services allow Users to make and publish their comments on the contents of Law Offices of Rachel L Kaylie, P.C.

Depending on the settings chosen by the Owner, Users may also leave anonymous comments. If there is an email address among the Personal Data provided by the User, it may be used to send notifications of comments on the same content. Users are responsible for the content of their own comments. If a content commenting service provided by third parties is installed, it may still collect web traffic data for the pages where the comment service is installed, even when Users do not use the content commenting service.

Comment system managed directly (Law Offices of Rachel L Kaylie, P.C.)

Law Offices of Rachel L Kaylie, P.C. has its own internal content comment system.

Personal Data processed: email address.

Displaying content from external platforms

This type of service allows you to view content hosted on external platforms directly from the pages of Law Offices of Rachel L Kaylie, P.C. and interact with them.

This type of service might still collect web traffic data for the pages where the service is installed, even when Users do not use it.

Google Fonts (Google Inc.)

Google Fonts is a typeface visualization service provided by Google Inc. that allows Law Offices of Rachel L Kaylie, P.C. to incorporate content of this kind on its pages.

Personal Data processed: Usage Data; various types of Data as specified in the privacy policy of the service.

Place of processing: United States - Privacy Policy.

Google Maps widget (Google Inc.)

Google Maps is a maps visualization service provided by Google Inc. that allows Law Offices of Rachel L Kaylie, P.C. to incorporate content of this kind on its pages.

Personal Data processed: Cookies; Usage Data.

Place of processing: United States - Privacy Policy.

Hosting and backend infrastructure

This type of service has the purpose of hosting Data and files that enable Law Offices of Rachel L Kaylie, P.C. to run and be distributed as well as to provide a ready-made infrastructure to run specific features or parts of Law Offices of Rachel L Kaylie, P.C. Some of these services work through geographically distributed servers, making it difficult to determine the actual location where the Personal Data are stored.

Amazon Web Services (AWS) (Amazon Web Services, Inc.)

Amazon Web Services (AWS) is a hosting and backend service provided by Amazon Web Services, Inc.

Personal Data processed: various types of Data as specified in the privacy policy of the service.

Place of processing: United States - Privacy Policy.

Infrastructure monitoring

This type of service allows Law Offices of Rachel L Kaylie, P.C. to monitor the use and behavior of its components so its performance, operation, maintenance and troubleshooting can be improved. Which Personal Data are processed depends on the characteristics and mode of implementation of these services, whose function is to filter the activities of Law Offices of Rachel L Kaylie, P.C.

Uptime Robot (Buzpark Bilisim Tarim Urunleri Sanayi Tic. Ltd. Sti.)

Uptime Robot is a monitoring service provided by Buzpark Bilisim Tarim Urunleri Sanayi Tic. Ltd. Sti.

Personal Data processed: various types of Data as specified in the privacy policy of the service.

Place of processing: Turkey - Privacy Policy.

Interaction with external social networks and platforms

This type of service allows interaction with social networks or other external platforms directly from the pages of Law Offices of Rachel L Kaylie, P.C.

The interaction and information obtained through Law Offices of Rachel L Kaylie, P.C. are always subject to the User's privacy settings for each social network.

This type of service might still collect traffic data for the pages where the service is installed, even when Users do not use it.

It is recommended to log out from the respective services in order to make sure that the processed data on Law Offices of Rachel L Kaylie, P.C. isn't being connected back to the User's profile.

Facebook Like button and social widgets (Facebook, Inc.)

The Facebook Like button and social widgets are services allowing interaction with the Facebook social network provided by Facebook, Inc.

Personal Data processed: Cookies; Usage Data.

Place of processing: United States - Privacy Policy.

Google Friend Connect (Google LLC)

Google Friend Connect is a social interaction service provided by Google LLC.

Personal Data processed: Cookies; Usage Data.

Place of processing: United States - Privacy Policy.

LinkedIn button and social widgets (LinkedIn Corporation)

The LinkedIn button and social widgets are services allowing interaction with the LinkedIn social network provided by LinkedIn Corporation.

Personal Data processed: Cookies; Usage Data.

Place of processing: United States - Privacy Policy.

YouTube button and social widgets (Google Inc.)

The YouTube button and social widgets are services allowing interaction with the YouTube social network provided by Google Inc.

Personal Data processed: Usage Data.

Place of processing: United States - Privacy Policy.

Location-based interactions

Non-continuous geolocation (Law Offices of Rachel L Kaylie, P.C.)

Law Offices of Rachel L Kaylie, P.C. may collect, use, and share User location Data in order to provide

location-based services.

Most browsers and devices provide tools to opt out from this feature by default. If explicit authorization has been provided, the User's location data may be tracked by Law Offices of Rachel L Kaylie, P.C.

The geographic location of the User is determined in a manner that isn't continuous, either at the specific request of the User or when the User doesn't point out its current location in the appropriate field and allows the application to detect the position automatically.

Personal Data processed: geographic position.

Managing contacts and sending messages

This type of service makes it possible to manage a database of email contacts, phone contacts or any other contact information to communicate with the User.

These services may also collect data concerning the date and time when the message was viewed by the User, as well as when the User interacted with it, such as by clicking on links included in the message.

Mailchimp (The Rocket Science Group, LLC.)

Mailchimp is an email address management and message sending service provided by The Rocket Science Group, LLC.

Personal Data processed: email address.

Place of processing: United States - Privacy Policy.

SPAM protection

This type of service analyzes the traffic of Law Offices of Rachel L Kaylie, P.C, potentially containing Users' Personal Data, with the purpose of filtering it from parts of traffic, messages and content that are recognized as SPAM.

Akismet (Automattic Inc.)

Akismet is a SPAM protection service provided by Automattic Inc.

Personal Data processed: various types of Data as specified in the privacy policy of the service.

Place of processing: United States - Privacy Policy.

Google reCAPTCHA (Google Inc.)

Google reCAPTCHA is a SPAM protection service provided by Google Inc. The use of reCAPTCHA is subject to the Google <u>privacy policy</u> and <u>terms of use</u>.

Personal Data processed: Cookies; Usage Data.

Place of processing: United States - Privacy Policy.

Further information about the processing of Personal Data

Terms of Use: Kaylielaw.com

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INDEMNIFICATION

You agree to defend, indemnify and hold The Law Offices of Rachel L. Kaylie, P.C. harmless from any and all liabilities, costs and expenses, including reasonable attorney's fees, related to any violation by you of these Terms & Conditions.

COPYRIGHT

The Law Offices of Rachel L. Kaylie, P.C. is the copyright owner of the content of www.kaylielaw.com. Under United States Copyright Law. any unauthorized downloading and distribution of copyrighted material, without the copyright owner's permission, is strictly prohibited.

The Service is not directed to children under the age of 13

Users declare themselves to be adult according to their applicable legislation. Minors may use Law Offices of Rachel L Kaylie, P.C. only with the assistance of a parent or guardian. Under no circumstance persons under the age of 13 may use Law Offices of Rachel L Kaylie, P.C.

Cookie Policy

Law Offices of Rachel L Kaylie, P.C. uses Trackers. To learn more, Users may consult the Cookie Policy.

Further Information for Users

Legal basis of processing

The Owner may process Personal Data relating to Users if one of the following applies:

- Users have given their consent for one or more specific purposes.
- provision of Data is necessary for the performance of an agreement with the User and/or for any precontractual obligations thereof;
- processing is necessary for compliance with a legal obligation to which the Owner is subject;
- processing is related to a task that is carried out in the public interest or in the exercise of official authority vested in the Owner;
- processing is necessary for the purposes of the legitimate interests pursued by the Owner or by a third party.

In any case, the Owner will gladly help to clarify the specific legal basis that applies to the processing, and in particular whether the provision of Personal Data is a statutory or contractual requirement, or a requirement necessary to enter into a contract.

Further information about retention time

Unless specified otherwise in this document, Personal Data shall be processed and stored for as long as required by the purpose they have been collected for and may be retained for longer due to applicable legal obligation or based on the Users' consent.

Therefore:

- Personal Data collected for purposes related to the performance of a contract between the Owner and the User shall be retained until such contract has been fully performed.
- Personal Data collected for the purposes of the Owner's legitimate interests shall be retained as long as needed to fulfill such purposes. Users may find specific information regarding the legitimate interests pursued by the Owner within the relevant sections of this document or by contacting the Owner.

The Owner may be allowed to retain Personal Data for a longer period whenever the User has given consent

to such processing, as long as such consent is not withdrawn. Furthermore, the Owner may be obliged to retain Personal Data for a longer period whenever required to fulfil a legal obligation or upon order of an authority.

Once the retention period expires, Personal Data shall be deleted. Therefore, the right of access, the right to erasure, the right to rectification and the right to data portability cannot be enforced after expiration of the retention period.

The rights of Users based on the General Data Protection Regulation (GDPR)

Users may exercise certain rights regarding their Data processed by the Owner.

In particular, Users have the right to do the following, to the extent permitted by law:

- Withdraw their consent at any time. Users have the right to withdraw consent where they have previously given their consent to the processing of their Personal Data.
- **Object to processing of their Data.** Users have the right to object to the processing of their Data if the processing is carried out on a legal basis other than consent.
- Access their Data. Users have the right to learn if Data is being processed by the Owner, obtain disclosure regarding certain aspects of the processing and obtain a copy of the Data undergoing processing.
- **Verify and seek rectification.** Users have the right to verify the accuracy of their Data and ask for it to be updated or corrected.
- **Restrict the processing of their Data.** Users have the right to restrict the processing of their Data. In this case, the Owner will not process their Data for any purpose other than storing it.
- Have their Personal Data deleted or otherwise removed. Users have the right to obtain the erasure of their Data from the Owner.
- Receive their Data and have it transferred to another controller. Users have the right to receive their Data in a structured, commonly used and machine readable format and, if technically feasible, to have it transmitted to another controller without any hindrance.
- **Lodge a complaint.** Users have the right to bring a claim before their competent data protection authority.

Users are also entitled to learn about the legal basis for Data transfers abroad including to any international organization governed by public international law or set up by two or more countries, such as the UN, and about the security measures taken by the Owner to safeguard their Data.

Details about the right to object to processing

Where Personal Data is processed for a public interest, in the exercise of an official authority vested in the Owner or for the purposes of the legitimate interests pursued by the Owner, Users may object to such processing by providing a ground related to their particular situation to justify the objection.

Users must know that, however, should their Personal Data be processed for direct marketing purposes, they can object to that processing at any time, free of charge and without providing any justification. Where the User objects to processing for direct marketing purposes, the Personal Data will no longer be processed for such purposes. To learn whether the Owner is processing Personal Data for direct marketing purposes, Users may refer to the relevant sections of this document.

How to exercise these rights

Any requests to exercise User rights can be directed to the Owner through the contact details provided in this document. Such requests are free of charge and will be answered by the Owner as early as possible and always within one month, providing Users with the information required by law. Any rectification or erasure of Personal Data or restriction of processing will be communicated by the Owner to each recipient, if any, to whom the Personal Data has been disclosed unless this proves impossible or involves disproportionate effort. At the Users' request, the Owner will inform them about those recipients.

Transfer of Personal Data outside of the European Union

Data transfer to countries that guarantee European standards

If this is the legal basis, the transfer of Personal Data from the EU to third countries is carried out according to an adequacy decision of the European Commission.

The European Commission adopts adequacy decisions for specific countries whenever it considers that country to possess and provide Personal Data protection standards comparable to those set forth by EU data

protection legislation. Users can find an updated list of all adequacy decisions issued on the European Commission's website.

Additional information about Data collection and processing

Legal action

The User's Personal Data may be used for legal purposes by the Owner in Court or in the stages leading to possible legal action arising from improper use of Law Offices of Rachel L Kaylie, P.C. or the related Services. The User declares to be aware that the Owner may be required to reveal personal data upon request of public authorities.

Additional information about User's Personal Data

In addition to the information contained in this privacy policy, Law Offices of Rachel L Kaylie, P.C. may provide the User with additional and contextual information concerning particular Services or the collection and processing of Personal Data upon request.

System logs and maintenance

For operation and maintenance purposes, Law Offices of Rachel L Kaylie, P.C. and any third-party services may collect files that record interaction with Law Offices of Rachel L Kaylie, P.C. (System logs) or use other Personal Data (such as the IP Address) for this purpose.

Information not contained in this policy

More details concerning the collection or processing of Personal Data may be requested from the Owner at any time. Please see the contact information at the beginning of this document.

Changes to this privacy policy

The Owner reserves the right to make changes to this privacy policy at any time by notifying its Users on this page and possibly within Law Offices of Rachel L Kaylie, P.C. and/or - as far as technically and legally feasible - sending a notice to Users via any contact information available to the Owner. It is strongly recommended to check this page often, referring to the date of the last modification listed at the bottom.

Should the changes affect processing activities performed on the basis of the User's consent, the Owner shall collect new consent from the User, where required.

Definitions and legal references

Personal Data (or Data)

Any information that directly, indirectly, or in connection with other information — including a personal identification number — allows for the identification or identifiability of a natural person.

Usage Data

Information collected automatically through Law Offices of Rachel L Kaylie, P.C. (or third-party services employed in Law Offices of Rachel L Kaylie, P.C.), which can include: the IP addresses or domain names of the computers utilized by the Users who use Law Offices of Rachel L Kaylie, P.C, the URI addresses (Uniform Resource Identifier), the time of the request, the method utilized to submit the request to the server, the size of the file received in response, the numerical code indicating the status of the server's answer (successful outcome, error, etc.), the country of origin, the features of the browser and the operating system utilized by the User, the various time details per visit (e.g., the time spent on each page within the Application) and the details about the path followed within the Application with special reference to the sequence of pages visited, and other parameters about the device operating system and/or the User's IT environment.

User

The individual using Law Offices of Rachel L Kaylie, P.C. who, unless otherwise specified, coincides with the Data Subject.

Data Subject

The natural person to whom the Personal Data refers.

Data Processor (or Processor)

The natural or legal person, public authority, agency or other body which processes Personal Data on behalf of the Controller, as described in this privacy policy.

Data Controller (or Owner)

The natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of Personal Data, including the security measures concerning the operation and use of Law Offices of Rachel L Kaylie, P.C. The Data Controller, unless otherwise specified, is the Owner of Law Offices of Rachel L Kaylie, P.C.

Law Offices of Rachel L Kaylie, P.C. (or this Application)

The means by which the Personal Data of the User is collected and processed.

Service

The service provided by Law Offices of Rachel L Kaylie, P.C. as described in the relative terms (if available) and on this site/application.

European Union (or EU)

Unless otherwise specified, all references made within this document to the European Union include all current member states to the European Union and the European Economic Area.

Cookie

Cookies are Trackers consisting of small sets of data stored in the User's browser.

Tracker

Tracker indicates any technology - e.g Cookies, unique identifiers, web beacons, embedded scripts, e-tags and fingerprinting - that enables the tracking of Users, for example by accessing or storing information on the User's device.

Legal information

This privacy policy relates solely to Law Offices of Rachel L Kaylie, P.C, if not stated otherwise within this document.

Latest update: August 29, 2018