

# **SPLENDOR PRODUCTIONS PRIVACY POLICY**

## Introduction

This policy describes the types of information Splendor Productions LLC (“Company,” “we,” or “us”) may collect from you or that you may provide when you visit our websites and mobile applications (our "Sites") and our practices for collecting, using, maintaining, protecting, and disclosing that information.

This policy applies to information we collect:

- On our Sites.
- In email, text, and other electronic messages between you and us.
- Through mobile and desktop applications you download from our Sites, including those which provide dedicated non-browser-based interaction between you and this Sites.
- When you interact with our advertising and applications on third-party sites, if those applications or advertising include links to this policy.

It does not apply to information collected by:

- Us offline or through any other means; or
- Any third party (including our affiliates and subsidiaries), including through any application or content (including advertising) that may link to or be accessible from or through our Sites.

Please read this policy carefully to understand our policies and practices regarding your information and how we will treat it. If you do not agree with our policies and practices, you should not use our Sites. By accessing or using our Site, you agree to this privacy policy. This policy may change from time to time (see [Changes to Our Privacy Policy](#)). Your continued use of our Sites after we make changes is deemed to be acceptance of those changes, so please check the policy periodically for updates.

## Children Under the Age of 18

No one under age 18 may provide any information to or on our Sites without the explicit consent of a legally authorized adult such as a parent, guardian or educator. We do not knowingly collect personal information from anyone under 18 years of age without such legally authorized adult consent. If you are under 18, do not use or provide any information on our Sites or through any of their features, register on our Sites, make any purchases through our Sites, use any of the interactive or public comment features of our Sites, or provide any information about yourself to us, including your name, address, telephone number, email address, grade or any screen name or user name you may use, except under the supervision and with the explicit consent of a legally authorized adult. If we learn we have collected or received personal information from anyone under 18 years of age without verification of consent of a legally authorized adult, we will delete that information. If you believe we might have any information from or about a child that was obtained or provided without the explicit consent of a legally authorized adult, please contact us at [support@splendorproductions.com](mailto:support@splendorproductions.com).

We are authorized to collect and utilize information for users under the age of 18 (students) when a parent, guardian or educator of such student (a) establishes an account on our Sites for the student user; (b) instructs the student user to establish an account on our Sites; or (c) directs the student user to complete educational tasks (assignments, activities, and the like) utilizing the Sites. We are also authorized to collect and utilize information for any users created as a result of bulk information exchange from an educational organization administrative entity.

#### Information We Collect About You and How We Collect It

We collect several types of information from and about users of our Sites, including information:

- By which you may be personally identified, such as name, postal address, email address, grade, screen name, user name telephone number, or other identifiers by which you may be identified or contacted online or offline ("personal information");
- That is about you but individually does not identify you, such as your referral source to our Sites; and/or
- About your internet connection, the equipment you use to access our Sites, and usage details.

We collect this information:

- Directly from you when you provide it to us.
- Automatically as you navigate through our Sites. Information collected automatically may include usage details, IP addresses, and information collected through cookies, web beacons and other tracking technologies.
- From third parties, for example, those that may become our business partners in the future.

#### *Information You Provide to Us*

The information we collect on or through our Sites may include:

- Information that you provide by filling in forms on our Sites. This includes information provided at the time of registering to use our Sites (including the code or name attached to the organization referring you to us), subscribing to our services and content, posting material or requesting further services. We may also ask you for information when you enter a contest or promotion sponsored by us, and when you report problems with our Sites.
- Records and copies of your correspondence (including email), if you contact us.
- Your responses to surveys that we might ask you to complete.
- Details of transactions you carry out through our Sites (including your subscription) and of the fulfillment of your orders. You may be required to provide financial information before beginning any such transactions through our Sites.
- Your search queries on our Sites.

You also may provide information to be published or displayed ("posted") on public areas of our Sites, or transmitted to other users of our Sites or third parties (collectively, "User Contributions").

Your User Contributions are posted on and transmitted to others at your own risk. We cannot control the actions of other users of the Website with whom you may choose to share your User Contributions, and no security functions are perfect or impenetrable. Therefore, we cannot and do not guarantee that your User Contributions will not be viewed by unauthorized persons.

#### *Information We Collect Through Automatic Data Collection Technologies*

As you navigate through and interact with our Sites, we may use automatic data collection technologies to collect certain information about your equipment, browsing actions, and patterns, including:

- Details of your visits to our Sites, including traffic data, location data, logs and other communication data and the resources that you access and use on our Sites.
- Information about your computer and internet connection, including your IP address, operating system, and browser type.

The information we collect automatically may include personal information or we may maintain it or associate it with personal information we collect in other ways or receive from third parties. It helps us to improve our Sites and to deliver a better and more personalized service, including by enabling us to:

- Estimate our audience size and usage patterns.
- Store information about your preferences, allowing us to customize our Sites according to your individual interests.
- Speed up your searches.
- Recognize you when you return to our Sites.

The technologies we use for this automatic data collection may include:

- **Cookies (or browser cookies).** A cookie is a small file placed on the hard drive of your computer. You may refuse to accept browser cookies by activating the appropriate setting on your browser. However, if you select this setting you may be unable to access certain parts of our Sites. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you direct your browser to our Sites.
- **Web Beacons.** Pages of our Sites and emails may contain small electronic files known as web beacons (also referred to as clear gifs, pixel tags, and single-pixel gifs) that permit the Company, for example, to count users who have visited those pages or opened an email and for other related website statistics (for example, recording the popularity of certain website content and verifying system and server integrity).
- **Flash Cookies.** Certain features of our Sites may use local stored objects (or Flash cookies) to collect and store information about your preferences and navigation to, from, and on our Website. Flash cookies are not managed by the same browser settings as are used for browser cookies. For information about managing your privacy and security settings for Flash cookies, see [Choices About How We Use and Disclose Your Information](#).

### Third-Party Use of Cookies and Other Tracking Technologies

Some content or applications, including advertisements, on the Website may be served by third-parties, including advertisers, ad networks and servers, content providers, and application providers. These third parties may use cookies alone or in conjunction with web beacons or other tracking technologies to collect information about you when you use our website. The information they collect may be associated with your personal information or they may collect information, including personal information, about your online activities over time and across different websites and other online services. They may use this information to provide you with interest-based (behavioral) advertising or other targeted content.

We do not control these third parties' tracking technologies or how they may be used. If you have any questions about an advertisement or other targeted content, you should contact the responsible provider directly. For information about how you can opt out of receiving targeted advertising from many providers, see [Choices About How We Use and Disclose Your Information](#).

### How Do We Store Your Information

We may store your information on our Company servers and/or on third-party servers or with cloud storage providers.

### How We Use Your Information

We use information that we collect about you or that you provide to us, including any personal information:

- To present our Sites and their contents to you.
- To provide you with information, products, or services.
- To fulfill any other purpose for which you provide it.
- To provide you with notices about your account, including subscription expiration and renewal notices.
- To carry out our obligations and enforce our rights arising from any contracts entered into between you and us, including for billing and collection.
- To notify you about changes to our Sites or any products or services we offer or provide through it.
- To allow you to participate in interactive features on our Sites.
- In any other way we may describe when you provide the information.
- For any other purpose with your consent.

We may also use your information to contact you about our own and third-parties' goods and services that may be of interest to you, however we will not advertise to students under the age of 18. For more information, see [Choices About How We Use and Disclose Your Information](#).

We may use the information we have collected from you to enable us to display advertisements to our advertisers' target audiences. Even though we do not disclose your personal information for these purposes without your consent, if you click on or otherwise interact with an advertisement, the advertiser may assume that you meet its target criteria.

## Disclosure of Your Information

We may disclose aggregated information about our users, and information that does not identify any individual, without restriction.

We may disclose personal information that we collect or you provide as described in this privacy policy:

- To our subsidiaries and affiliates.
- To contractors, service providers, and other third parties we use to support our business.
- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by us about users of our Sites is among the assets transferred.
- To third parties to market their products or services to you if you have not opted out of these disclosures, however, we will not share personal information about students under the age of 18 with third parties to be used for their marketing purposes. For more information, see [Choices About How We Use and Disclose Your Information](#).
- To fulfill the purpose for which you provide it.
- For any other purpose disclosed by us when you provide the information.
- With your consent.

We may also disclose your personal information:

- To comply with any court order, law, or legal process, including to respond to any government or regulatory request.
- To enforce or apply our Terms of Use and other agreements, including for billing and collection purposes.
- If we believe disclosure is necessary or appropriate to protect the rights, property, or safety of the Company, our customers, or others. This includes exchanging information with other companies and organizations for the purposes of fraud protection and credit risk reduction.

## Choices About How We Use and Disclose Your Information

We strive to provide you with choices regarding the personal information you provide to us. We have created mechanisms to provide you with the following control over your information:

- **Tracking Technologies and Advertising.** You can set your browser to refuse all or some browser cookies, or to alert you when cookies are being sent. To learn how you can manage your Flash cookie settings, visit the Flash player settings page on Adobe's website. If you disable or refuse cookies, please note that some parts of this site may then be inaccessible or not function properly.
- **Disclosure of Your Information for Third-Party Advertising.** If you do not want us to share your personal information with unaffiliated or non-agent third parties for promotional purposes, you can opt-out by sending us an email with your request to

support@splendorproductions.com. We will not, however, share personal information about students under the age of 18 with third parties to be used for their marketing purposes.

- **Promotional Offers from the Company.** If you do not wish to have your contact information used by the Company to promote our own or third parties' products or services, you can opt-out by sending us an email stating your request to support@splendorproductions.com. If we have sent you a promotional email, you may send us a return email asking to be omitted from future email distributions. This opt out does not apply to information provided to the Company as a result of a product purchase, warranty registration, product service experience or other transactions.
- **Targeted Advertising.** If you do not want us to use information that we collect or that you provide to us to deliver advertisements according to our advertisers' target-audience preferences, you can opt-out by sending us an email stating your request to support@splendorproductions.com.

We do not control third parties' collection or use of your information to serve interest-based advertising. However, these third parties may provide you with ways to choose not to have your information collected or used in this way. You can opt out of receiving targeted ads from members of the Network Advertising Initiative ("NAI") on the NAI's website.

#### Accessing and Correcting Your Information

You can review and change your personal information by logging into splendorproductions.com and visiting your account profile page.

You may also send us an email at support@splendorproductions.com to request access to, correct or delete any personal information that you have provided to us. We may not accommodate a request to change information if we believe the change would violate any law or legal requirement or cause the information to be incorrect.

If you delete your User Contributions from the Website, copies of your User Contributions may remain viewable in cached and archived pages, or might have been copied or stored by other users of our Sites.

#### Data Security

The safety and security of your information also depends on you. Where we have given you (or where you have chosen) a password for access to certain parts of our Sites, you are responsible for keeping this password confidential, and we ask you not to share your password with anyone. We urge you to be careful about giving out information in public areas of the Sites like message boards. The information you share in public areas may be viewed by any user of our Sites.

Unfortunately, the transmission of information via the internet is not completely secure. We store your information at our third-party hosting service and will keep your user name, first and last name, email address and screen name. If we determine that your stored information is no longer needed, we will security delete your data.

Although we do our best to protect your personal information, we cannot guarantee the security of your personal information transmitted to or through our Sites. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained on our Sites.

## Your Information Protection Rights

We would like to make sure you are fully aware of all of your information protection rights. Every user of our Sites is entitled to the following:

*The right to access* - You have the right to request copies of your personal information. We may charge you a small fee for this service.

*The right to rectification* - You have the right to request that we correct any information you believe is inaccurate. You also have the right to request us to complete information you believe is incomplete.

*The right to erasure* - You have the right to request that we erase your personal data, under certain conditions.

*The right to restrict processing* - You have the right to request that we restrict the processing of your personal information, under certain conditions.

*The right to object to processing* - You have the right to object to the processing of your personal information, under certain conditions.

*The right to portability* - You have the right to request that we transfer the information that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at [support@splendorproductions.com](mailto:support@splendorproductions.com). You of course retain all rights to file complaints with the appropriate supervising authorities in the event we have breached this policy or applicable law.

## Changes to Our Privacy Policy

It is our policy to post any changes we make to our privacy policy on this page. If we make material changes to how we treat our users' personal information, we will notify you by email to the primary email address specified in your account or through a notice on [splendorproductions.com](http://splendorproductions.com). The date the privacy policy was last revised is identified at the top of the page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting [splendorproductions.com](http://splendorproductions.com) and this privacy policy to check for any changes.

## Contact Information

To ask questions or comment about this privacy policy and our privacy practices, or to register a complaint or concern, please contact us at [support@splendorproductions.com](mailto:support@splendorproductions.com).