



## **DIVERSIFIED BUSINESS NETWORK, LLC PRIVACY POLICY**

Diversified Business Network, LLC. (hereafter referred to as Diversified Business Network, LLC) has created this privacy policy to demonstrate our commitment to the privacy of the users of our websites. Please read the following to learn more about our privacy policy, and how we treat personally identifiable information collected from our visitors and users.

### **What this Privacy Policy Covers**

- This privacy policy covers Diversified Business Network, LLC treatment of personally identifiable information collected by Diversified Business Network, LLC through a website owned and operated by Diversified Business Network, LLC.
- This privacy policy does not apply to the practices of companies that Diversified Business Network, LLC does not own or control, or of persons that Diversified Business Network, LLC does not employ or manage, including any third-party content contributors bound by contract and any third-party websites to which Diversified Business Network, LLC websites link.

### **Collection and Use of Personal Information**

- You can visit the websites of Diversified Business Network, LLC without revealing any personal information. However, Diversified Business Network, LLC may need certain personal information if you wish to purchase our products/services, register for an affiliate account, receive Diversified Business Network, LLC newsletter, etc.
- Where required, this information may include your personal contact information and/or your company contact information. Diversified Business Network, LLC will use this information to reply to your inquiries, to provide you with requested products and services, to set up your member's account, and to contact you regarding new products and services.
- By accessing the services of Diversified Business Network, LLC and voluntarily providing us with the requested personal information, you consent to the collection and use of the information in accordance with this privacy policy.

### **Contact and Resume Information**

- When you give Diversified Business Network, LLC contact information (such as your name and email address) and demographic information, you agree that Diversified Business Network, LLC may utilize this information as set forth herein. You agree that Diversified Business Network, LLC may, as part of its services to you, communicate with you, or initiate communication with you on behalf of a third party, through your account or through other means such as email, telephone (including mobile phone), or postal mail,

including through the use of contact information that you may provide to Diversified Business Network, LLC or that Diversified Business Network, LLC may otherwise obtain from third-party resources. If and to the extent permitted by applicable law, Diversified Business Network, LLC or its designated third-party partners may also use your contact information to (i) send you job alerts? (ii) create an account? and (iii) send you information about Diversified Business Network, LLC, including promotional materials. A job alert is defined as an email sent to you that you sign up for containing Job Listings in response to a search query you have run (“Job Alert”). Job Alerts may also include jobs that Diversified Business Network, LLC recommends for you, Diversified Business Network, LLC Targeted Ads, companies you may be interested in following, or other actions you may want to take on the Site. Diversified Business Network, LLC may use demographic and/or profile data to tailor your experience on the Site, show you content that Diversified Business Network, LLC thinks you may be interested in, and display content according to your preferences. Your information, including Personal Information, gets placed on the Site when you upload or edit a resume. To the extent you upload a resume or edit it, and subject to your Privacy Settings, you are making the resume, your name and other Personal Information that you place on your resume available to third parties who may be interested in you as an employee (and who may forward your resume and Personal Information to other third parties), to Job Seekers who may want to contact you, to search engines, or to the general public by posting your Personal Information on the internet.

- You acknowledge that Diversified Business Network, LLC may determine whether the words of your resume or any other individuals’ resume match the words of certain job descriptions, and vice versa, in order to improve the Site or any other Diversified Business Network, LLC product or service (including by displaying or otherwise making available potentially relevant job descriptions and resumes to job seekers and employers). If you post a public resume, this may be crawled by, and displayed through, search engines when someone searches for your name. This means that third parties can view the Personal Information contained in your resume and you may receive unsolicited contact from parties unaffiliated with Diversified Business Network, LLC and for whom Diversified Business Network, LLC has no responsibility. If you do not want your Personal Information posted on the Site, you should not upload it. You may opt out of this feature on a going forward basis by editing your Privacy Settings? however, Diversified Business Network, LLC does not warrant how often third-party search engines will update their caches, which may continue to contain your resume information. Diversified Business Network, LLC reserves the right to charge third parties a fee for accessing your information, including Personal Information, as part of Diversified Business Network, LLC’s services. At your direction, Diversified Business Network, LLC may also send your resume to third parties if you choose to apply for a job listing.

### **Collection and Use of Non-Personal Information**

- You can visit the websites of Diversified Business Network, LLC without revealing any personal information. However, Diversified Business Network, LLC may need certain

personal information if you wish to purchase our products/services, register for an affiliate account, receive Diversified Business Network, LLC newsletter, etc.

- Where required, this information may include your personal contact information and/or your company contact information. Diversified Business Network, LLC will use this information to reply to your inquiries, to provide you with requested products and services, to set up your member's account, and to contact you regarding new products and services.
- By accessing the services of Diversified Business Network, LLC and voluntarily providing us with the requested personal information, you consent to the collection and use of the information in accordance with this privacy policy.

### **Information Sharing and Disclosure**

- Diversified Business Network, LLC may disclose your personal information to third parties who work on behalf of Diversified Business Network, LLC to provide products and services requested by you. We will share personal information for these purposes only with third parties whose privacy policies are consistent with ours or who agree to abide by our policies with respect to personal information.
- Diversified Business Network, LLC may otherwise disclose your personal information when:
  - We have your express consent to share the information for a specified purpose;
  - We need to respond to subpoenas, court orders or such other legal process;
  - We need to protect the personal safety of the users of our websites or defend the rights or property of Diversified Business Network, LLC;
  - We find that your actions on our websites violate the Diversified Business Network, LLC Terms of Use document or any of our usage guidelines for specific products or services.

### **Consent**

- If you do not consent to the collection, use or disclosure of your personal information as outlined in this policy, please do not provide any personal information to Diversified Business Network, LLC. If you have provided personal information to Diversified Business Network, LLC and no longer consent to its use or disclosure as outlined herein, please notify Diversified Business Network, LLC at [info@diversifiedbusinessnetworkllc.com](mailto:info@diversifiedbusinessnetworkllc.com).

### **Security**

- Unfortunately, no data transmission over the Internet can be considered 100% secure. However, your Information protected for your privacy and security. In certain areas of our websites, as identified on the site, Diversified Business Network, LLC uses industry-standard SSL-encryption to protect data transmissions.
- We also safeguard your personal information from unauthorized access, through access control procedures, network firewalls and physical security measures.
- Further, Diversified Business Network, LLC retains your personal information only as long as necessary to fulfill the purposes identified above or as required by law.

### **Changes to this Privacy Policy**

- Diversified Business Network, LLC may at any time, without notice to you and in its sole discretion, amend this policy from time to time. Please review this policy periodically. Your continued use of Diversified Business Network, LLC websites after any such amendments signifies your acceptance thereof.

### **Questions or Suggestions**

- If you have questions or suggestions about this privacy policy, or your own personal information, please e-mail us at [info@diversifiedbusinessnetworkllc.com](mailto:info@diversifiedbusinessnetworkllc.com).

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