

## Website Privacy Statement and Policy

This **Website Privacy Statement and Policy** (the “[Website Policy](#)”) applies to the Website and online services offered by **Maura A. Smith Law Offices LLC** (hereinafter, “[Smith Law Offices](#)”) through the domain [www.maurasmithlaw.com](http://www.maurasmithlaw.com), including any mobile application or version of the Site (collectively, the “[Site](#)”).

This Website Policy explains what kind of information is collected through the Site, and how such information may be processed, utilized, or shared. It also explains how we protect the information we collect, and the choices you have with respect to your personal information.

Please read the **Questions and Answers** below carefully, and feel free to contact us with any questions you may have. By using this Site, you, the user, agree to the terms of this Website Policy; otherwise, you cannot use, and must discontinue, any use of the Site.

### **Questions and Answers**

**1. What information is collected through this Site and how is it used?** We collect information about you in three ways: (1) information you supply on the Site’s Contact Form—**User-Supplied Information**, (2) information collected from your web browser, or application, when entering the Site—**Web Server Logs**, and (3) through **Cookies**, as explained in more detail below.

**2. Why do you collect these types of information?** We use this information primarily to provide you with a personalized Internet experience that delivers the information, resources, and services that are most relevant and helpful to you. We don’t share any of this information with others, unless we believe in good faith that the law requires it, or we inform you in this Policy.

**3. What is User-Supplied Information?** User-Supplied Information is what you provide to us when you submit the Contact Form found on this Site. The form asks you to provide some personal information (such as e-mail address, name, phone number and your state). You may choose to only provide an e-mail address, but please do not submit any additional information that is not requested by the form, such as confidential, proprietary or sensitive personally identifiable information (e.g., social security number, employer identification number, your date of birth, drivers’ license number, or credit card, bank account or other financial information) (collectively, we refer to this as “**Sensitive Information**”). If you submit any Sensitive Information to us using this Contact Form or any other method, you do so at your

own risk and we will not be liable to you or responsible for the possible consequences of your submission.

**4. *What do you do with the information I provide on the Contact Form?*** We review the information that you provide to us through the Contact Form and respond to your inquiry using the information you have provided. We may also use information you provide to us to communicate with you in the future. If you do not wish to receive future communications from us, please opt out (or unsubscribe) as described below in the answer to Question 9.

**5. *What are Web Server Logs?*** When you visit our Site, we may track information about your visit and store that information in web server logs. This information helps us administer the Site, analyze its usage, protect it and its content from inappropriate use, and improve your user experience. Examples of the information that may be collected include:

- your unique Internet protocol address;
- the name of your unique Internet service provider;
- the town/city, county/state and country from which you access our Site;
- the kind of browser or computer you use;
- the number of links you click within the Site;
- the date and time of your visit;
- the web page from which you arrived to our Site;
- the pages you viewed on the Site; and
- certain searches/queries that you conducted via our Site.

**6. *What are Cookies?*** In order to offer you a customized and personal service, our Site and applications may use cookies and similar technologies to store and help track information about you. Cookies are simply small pieces of data that are sent to your browser from a web server and stored on your computer's hard drive.

**7. *Why do you use Cookies?*** We use cookies to help remind us who you are and to help you navigate our Sites during your visits. Cookies also can tell us where you go on our Site and allow us to save preferences for you so you won't have to re-enter them each time you visit. The use of cookies is relatively standard. Most Internet browsers are initially set up to accept cookies, but you can use your browser to either notify you when you receive a cookie or to disable cookies. By visiting this Site, you consent to the use of cookies and similar technologies in accordance with this Privacy Statement and Policy. If you wish to disable cookies from our Site, you can do so using your browser. You should understand that some features of many Sites may not function properly if you don't accept cookies.

**8. Why do you use third-party services?** We use services hosted by third parties, such as Martindale Hubbell, Go Daddy, and Adobe Site Catalyst, to assist in providing our services and to help us understand how you use our Site. These services may collect information sent by your browser as part of a web page request, including your IP address or cookies. If these third-party services collect information, they do so anonymously and in the aggregate to provide information helpful to us such as Site trends, without identifying individual visitors. In addition, we may use services provided by third parties to display relevant content, services and permissible advertising to you. These third parties may use cookies, web beacons and similar technologies to collect or receive information from this Site and elsewhere on the internet. They may then use that information to provide measurement services so we can understand your interests and revise the type of information provided to you based on your previous visits to our Site. Please keep in mind that we do not share your personal information with any third-party advertiser.

**NOTICE REGARDING CALIFORNIA'S DO-NOT-TRACK LAW:** Our web services do not alter, change, or respond upon receiving Do Not Track (DNT) requests or signals in browsers.

**9. Who has access to the information on the Contact Form I submit?** The professionals who are employed by or provide services to Smith Law Offices, and vendors or others retained by us, now or in the future, may have access to your information in order to respond to your inquiry or to assist you in the future, should you become a client. Otherwise, we do not disclose your contact information to third parties, unless it is: (i) required by law in a matter of public safety or policy, (ii) needed in connection with the transfer of our business assets (for example, if we are acquired by another firm, liquidated during bankruptcy proceedings, or the law offices are closed), or (iii) necessary, based on our good faith belief, to protect our rights or our property. We also take certain appropriate security measures to prevent its accidental loss or disclosure. However, we cannot guarantee that unauthorized persons will always be prevented from breaching our security measures. We will not sell, rent, or lease mailing lists or other user data to others.

**10. How can I correct, amend or delete my personal information and/or opt out of future communications?** You may contact us via the phone number, Contact Form or mailing address on our Site at any time to:

- ask us questions about this Privacy Statement and Policy;
- see what data we have about you, if any;
- change/correct any data we have about you;
- ask us to delete any data we have about you; and/or
- opt out of receiving future communications from us.