

ASCDC PRIVACY POLICY

The Association of Southern California Defense Counsel (ASCDC) is committed to protecting the privacy of all visitors to its website, as well as that of its members. ASCDC has established this Privacy Policy to explain what information it collects through its website and/or through emails and how such information is used.

I. Definitions

In this policy, "ASCDC" refers to the Association of Southern California Defense Counsel, its officers, directors, employees, staff, management company, executive director, interns, volunteers, and consultants, all of whom are bound by law or contract to keep information they receive as part of their assistance to ASCDC confidential to the extent required in this Privacy Policy.

The term "Member" or "ASCDC member" refers to an individual or entity who is a "member" of any type or class as defined in the ASCDC Bylaws. The term "you" refers to any person or ASCDC Member (or other party whose contact information has been provided to ASCDC over the internet, through the ASCDC website or by e-mail) who is reading this Privacy Policy, or on behalf of whom this policy is being read.

The term "Website" refers to the ASCDC website with the URL <http://www.ascdc.org/>.

The term "Personal Information" means information that ASCDC obtains about you.

ASCDC does not sell, share or exchange member information except as follows: (1) with ASCDC seminar exhibitors or vendors; (2) with ASCDC Members upon request; (3) to affiliate associations or other nonprofit, or mutual benefit, corporations representing allied industries; (4) pursuant to process of law; and, (5) the member's name, company, address, phone number, facsimile number; email address and website information will be listed in the "member directory" on the ASCDC Website and that information is available to ASCDC members only.

II. Categories of Information ASCDC Collects.

Information You Provide to ASCDC.

When you use ASCDC's website whether as a member or as a visitor, register for seminars, or send ASCDC an email, you provide ASCDC with information that ASCDC collects. Such information may include your name, physical address, email address, phone number, and cell phone number. By providing ASCDC with this information, you consent to your information being collected, used, disclosed and stored by ASCDC in accordance with this Privacy Policy.

Other Information ASCDC May Collect.

In addition to information you provide to ASCDC when you register to use ASCDC's website, ASCDC collects and retains information that you submit to it. It is up to you whether to submit information to ASCDC, and how much information to provide. If you choose to become an ASCDC member, ASCDC will ask for your name, title, email address, city, state, postal code, county of residence, and phone number. ASCDC also maintains records of members' use of the "Member's Only" section of the ASCDC website and you may wish to indicate your particular practice areas in your member profile. For online seminar registrations and/or donations, ASCDC asks for your credit card number. (See, "How Long ASCDC Holds Your Information" and "Security" sections below for more information.)

ASCDC may ask for additional personal information when you provide feedback or comments, register for or attend seminars, or otherwise communicate with ASCDC. If you choose to make a donation to ASCDC online, your personal information is required.

If you choose to become a member and receive ASCDC's quarterly newsletter, *The Verdict*, and other news items, ASCDC will collect your name, address, telephone number, email address, and a zip or postal code.

III. Use and Disclosure of Your Information.

ASCDC uses and may disclose your Personal Information only as follows:

1. To promote use, including continued use, of ASCDC's mission. For example, if you leave your personal information when you visit ASCDC's Website and do not sign up for any of the Services, ASCDC may send you one or more emails asking whether you wish to sign up. If you use any of ASCDC's Services, and may benefit from using one or more other Services ASCDC offers, ASCDC may send you an email telling you about the other Service or Services.

If ASCDC is required by law to disclose the information that you have submitted, ASCDC will attempt to provide you with notice (unless prohibited from doing so) that a request for your information has been made. ASCDC will attempt to provide this notice by email, if you have given ASCDC an email address, or by postal mail, if you have entered a postal address.

In addition, ASCDC may independently object to requests for access to information about users of ASCDC's website that it believes may be improper.

How Long ASCDC Holds Your Information.

ASCDC stores basic contact information gathered by ASCDC's site for visitors and/or members who visit the website indefinitely or until they opt out. ASCDC generally does not retain credit card information unless you choose to have ASCDC make automatic

monthly withdrawals from your account for your PAC donation AND for payment of monthly membership dues. This information is stored off-site with FirstData, who represents that they are also PCI compliant (<https://www.pcisecuritystandards.org/>).

Cookies

ASCDC only employs cookies to store pointer information (not personal information or payment information) to facilitate things like acceptance of the Privacy Policy, Login compliance, etc. None of the cookies ASCDC uses store identifying or personal information.

Third Party Service Providers

ASCDC's website provides links to a wide variety of third-party websites. ASCDC is not responsible for, and does not have any control over, the privacy practices or the content of such third parties. ASCDC encourages users to read the privacy policies of any website visited.

Updating or Removing Your Information

You may choose to correct, update, or delete the membership information you have submitted to ASCDC by sending an email requesting changes to info@ascdc.org. Furthermore, if ASCDC inadvertently collects more personal information than intended, it will endeavor to delete any extraneous information. However, please understand that deleted information may continue to persist on backup media.

Changes to ASCDC's Privacy Policy

ASCDC's Privacy Policy may change from time to time. However, any revised Privacy Policy will be consistent with ASCDC's mission. If ASCDC makes any substantive changes to this Privacy Policy, a notice will be placed in ASCDC's *Verdict* magazine and notice of the changes will be posted on the ASCDC Home Webpage.

Security

ASCDC employs industry standard security measures to protect the loss, misuse, and alteration of the information under ASCDC's control. ASCDC is certified through SecurityMetrics which establishes that ASCDC is in compliance with the Payment Card Industry Data Security Standards (PCI DSS <https://www.pcisecuritystandards.org/>). Information submitted through the membership and donation processes is encrypted through a Secured Socket Layer (SSL) connection, which protects the information in transit. ASCDC uses only third-party vendors that represent that they do the same.

Although ASCDC makes all good faith efforts to store information collected by ASCDC in a secure operating environment, ASCDC cannot guarantee complete security. Information collected by ASCDC will be maintained for a length of time appropriate to

ASCDC's needs. However, ASCDC generally does not retain credit card information unless you choose to have ASCDC make automatic monthly withdrawals from your account for your PAC donation. In any case, any such information is stored in compliance with the PCI DSS. (See "How Long ASCDC Holds Your Information" for details on this.)

Effective Date

This Privacy Policy is effective with respect to all data that ASCDC collects or has collected about and/or from you, both prior to your registration as a Member and/or during the Term, in accordance with the Terms of Use.

IV. Questions

If you have any questions, comments, or concerns or wish to update, delete or change any Personal Information submitted on this Site, or have any questions about ASCDC's Privacy Policy, please notify ASCDC by email at: info@ascdc.org, or by U.S. mail at: Association of Southern California Defense Counsel, 2520 Venture Oaks Way, Suite 150, Sacramento, California 95833.