

# PortaCheck, Inc. Privacy Policy

DP003 rev A0

Last updated on May 31, 2018.

Highlights:

- PortaCheck has certified its compliance with the EU-U.S. Privacy Shield Framework.
- PortaCheck does not sell or otherwise provide Personal Information to other companies for marketing purposes.
- PortaCheck is making it easier to “Opt Out” of all forms of marketing communications.

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This Privacy Statement describes how PortaCheck manages personal information and respects your privacy. This policy may be amended from time to time. We encourage visitors to and users of our Website to regularly review our Privacy Policy.

All "**Personal Information**" (which is defined as any information that identifies or can be used to identify, contact, or locate the person to whom such information pertains) that we collect and maintain will be subject to this Privacy Policy, as amended from time to time. To update your information and preferences, see the section entitled "[Updating Your Personal Information and Privacy Preferences.](#)"

When we refer to "**PortaCheck**", we mean the PortaCheck entity that acts as the controller or processor of your information, as explained in more detail in the "[Entities Collecting Personal Information](#)" section below.

## PRIVACY SHIELD FRAMEWORK

PortaCheck participates in and has certified its compliance with the EU-U.S. Privacy Shield Framework. PortaCheck is committed to subjecting all personal data received from European Union (EU) member countries in reliance on the Privacy Shield Framework, to the Framework's applicable Principles. To learn more about the Privacy Shield Frameworks, visit the U.S. Department of Commerce's Privacy Shield List. [<https://www.privacyshield.gov/list>]

PortaCheck is responsible for the processing of personal data it receives and keeps control of it in-house.

With respect to personal data received or transferred pursuant to the Privacy Shield Frameworks, PortaCheck is subject to the regulatory enforcement powers of the U.S. Federal Trade Commission. In certain situations, PortaCheck may be required to disclose personal data in response to lawful requests by public authorities, including to meet national security or law enforcement requirements.

Under certain conditions, more fully described on the Privacy Shield Website [<https://www.privacyshield.gov/article?id=How-to-Submit-a-Complaint>], you may be entitled to invoke binding arbitration when other dispute resolution procedures have been exhausted.

## ENTITIES COLLECTING PERSONAL INFORMATION

PortaCheck is made up of one legal entity. This privacy notice is issued on behalf of only PortaCheck so when we mention "PortaCheck", "we", "us" or "our" in this privacy notice, we are referring to PortaCheck that is responsible for processing your data. Personal Information on this Website is collected by PortaCheck, Inc., 1 Whittendale Drive, Suite E, Moorestown, NJ 08057 856.231.8894.

We have appointed a data protection officer (DPO) for PortaCheck who is responsible for overseeing questions in relation to this privacy notice. If you have any questions, concerns, or requests about this privacy notice, how we manage your Personal Information, or any other issue relating to your Personal Information, please contact our DPO:

PortaCheck, Inc.  
Attn: Data Protection Officer  
info@PortaCheck.com  
1 Whittendale Drive, Suite E, Moorestown, NJ 08057  
Telephone number: 1-856.231.8894 info@portacheck.com

<b>Data Controller (Location of Incorporation or Organization)</b>	<b>Properties</b>
PortaCheck, Inc. (US)	www.PortaCheck.com

## COLLECTION OF PERSONAL INFORMATION

As a visitor to the Site, you can engage in many activities without providing any Personal Information.

However, when you use the PortaCheck site and email PortaCheck in order to provide our services to you, we may collect the following Personal Information from you:

- Contact information such as your name and email address; and
- Business information when requesting distribution partnership.

Depending upon the activity, some of the information that we ask you to provide is identified as mandatory and some as voluntary. If you do not provide the mandatory data with respect to a particular activity such as PortaCheck product distribution, you will not be able to engage in that activity.

In order to reduce errors in our database, authenticate our users, and prevent abuse of our system, we may on occasion supplement the Personal Information you submit to us with information from third-party sources. For example, we may supplement your contact information with address information provided by the U.S. Postal Service to qualify your information and prevent errors in our database. We may supplement the information that we collect directly from you with information stored in third-party databases, such as demographic information or company information in order to make it more likely that any marketing communications we send will be relevant and of interest to you.

## UPDATING YOUR PERSONAL INFORMATION AND PRIVACY PREFERENCES

Upon request PortaCheck will provide you with information about whether we hold, or process on behalf of a third party, any of your personal information. To request this information please contact us at [info@portacheck.com](mailto:info@portacheck.com).

You have the right to access and correct, or delete your Personal Information and privacy preferences at any time. This may be accomplished contacting support. We will respond to your request promptly within a reasonable timeframe.

## HOW YOUR PERSONAL INFORMATION IS USED

PortaCheck collects your information in order to provide services to you, comply with our legal obligations, and to improve our products and services. We do not sell, rent or share your personally identifiable information to or with third parties in any way other than as disclosed in this Privacy Policy. PortaCheck may use this information to:

- Process your financial transactions.
- Send you order / renewal confirmations.
- Respond to customer service requests, questions and concerns.
- Administer your account.
- Send you requested product or service information.
- Keep you informed about special offers and services of PortaCheck and selected third parties.
- Investigate, prevent or take action regarding illegal activities and/or violations of our Terms of Service.
- Meet our research and product/service development needs and to improve our Website, services and offerings; and
- Customize your experience, including targeting our services and offerings to you.

We store information that we collect in a customer service database. We use your personally identifiable information in order to provide tailored promotions and marketing offers.

In certain situations, PortaCheck may be required to disclose personal data in response to lawful requests by public authorities, including to meet national security or law enforcement requirements.

Where required by law (e.g., to comply with a subpoena, warrant, court order, or legal process served on PortaCheck), and when we believe that disclosure is necessary to protect our rights, avoid litigation, protect your safety or the safety of others, investigate fraud, and/or respond to a government request. We may also disclose information about you if we determine that such disclosure should be made for reasons of national security, law enforcement, or other issues of public importance.

## INFORMATION SHARING WITH SERVICE PROVIDERS / AGENTS

PortaCheck uses one or more outside credit card processing companies to bill you for our goods and services. To the best of our knowledge, these companies do not retain, share, store or use personally identifiable information for any other purpose.

We also share Personal Information with certain companies that perform services on our behalf. We only share the Personal Information which is necessary for them to perform those services. We require any company with which we may share Personal Information to protect that data in a manner consistent with this policy and to limit the use of such Personal Information to the performance of services for PortaCheck. You may find a list of these third-party distributors [here](#).

We do not sell or otherwise provide Personal Information to other companies for the marketing of their own products or services.

## DATA RETENTION

We will retain your information for as long as your information is needed to provide you services, or as required to fulfill our legal obligations. If you wish to delete your account or request that we no longer use your information to provide you services contact us at [info@PortaCheck.com](mailto:info@PortaCheck.com). We will respond to your request within 30 days. We will retain and use your information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

## CHOICE / OPT OUT

You may "opt out" of receiving PortaCheck's email updates, newsletters and/or emails by notifying PortaCheck at [info@portacheck.com](mailto:info@portacheck.com).

## PROTECTION OF YOUR PERSONAL INFORMATION

The Personal Information that you provide in connection with the use of the Site is protected in several ways.

- Your Personal Information resides on secure servers that only selected PortaCheck personnel and contractors have access to via password.
- Your Personal Information is encrypted whenever it is transmitted to PortaCheck.

We strive to protect the Personal Information submitted to us, both during transmission and once we receive it. However, no method of transmission over the Internet, or method of electronic storage, is 100% secure. While we take into account the sensitivity of the Personal Information we collect, process and store, and the current state of technology to use these measures protect your Personal Information, we cannot guarantee its absolute security.

If you have any questions about security on our Websites, you can send email to us at [info@PortaCheck.com](mailto:info@PortaCheck.com).

## COOKIE AND TRACKING TECHNOLOGIES

The Site may automatically collect information as you browse, such as Internet Service Provider, browser type and version, operating system and device type, average time spent on our site(s), pages viewed, information accessed, the Internet Protocol (IP) address used to connect your computer to the Internet and other relevant statistics. Such information is sometimes referred to as web analytics and/or clickstream data.

We may combine this automatically collected log information with other information we collect about you. We do this to improve services we offer you, to improve marketing, analytics, and provide site functionality.

Technologies such as: cookies, beacons, tags and scripts are used by PortaCheck and our affiliates, analytics services and service to provide site features and functionality. These technologies are used in analyzing trends, administering the site, tracking users' movements around the site and to gather demographic information about our user base as a whole. We may receive reports based on the use of these technologies by these companies on an individual as well as aggregated basis.

- A cookie is a small, unique text file that a Website can send to your computer when you visit a site. We may use session cookies, which terminate when a user closes his or her browser, and/or persistent cookies, which remain on the user's computer until manually deleted. Most web browsers can either alert you to the use of cookies or refuse to accept cookies entirely. If you do not want us to deploy cookies to your browser, you can set your browser to reject cookies or to notify you when a Website tries to put a cookie on your computer. Rejecting cookies may affect your ability to use the Site.
- We partner with a third party to host our Website. Our third party partner may use technologies such as cookies to gather information about your activities on this site in order to provide analytic information about Website use.

## CHANGES IN PRIVACY POLICY

PortaCheck reserves the right to amend the Privacy Policy from time to time at its sole discretion and will provide notice on the home page of the Site when we make material changes to this Privacy Policy prior to the change becoming effective. If as the result of such changes, you want to alter the ways in which PortaCheck is allowed to use your Personal Information, you can do so by following the procedure described in the section entitled "[Updating Your Personal Information and Privacy Preferences](#)."

You will be deemed to have been made aware of, and will be subject to, any material changes to the Privacy Policy after such notice has been posted with the following exception: If at the time you provide Personal Information to PortaCheck you are given the opportunity (as you currently are) to limit how such information will be used to communicate with you, either by PortaCheck or by third parties, PortaCheck will not change your preference in this regard without your express consent. However, if PortaCheck is acquired by or merged with another entity, PortaCheck may provide to such entity customer information that is related to that part of our business that was sold to or merged with the other entity without your consent, but PortaCheck will provide notice of such asset sales, acquisitions, or mergers on this Site.

## LINKS TO THIRD PARTY SITES

Our Site includes links to other Websites whose privacy practices may differ from those of PortaCheck. If you submit personal information to any of those sites, your information is governed by their privacy policies. We encourage you to carefully read the privacy policy of any Website you visit.

## SOCIAL MEDIA WIDGETS

Our Website may include Social Media Features, such as the Facebook Like button and Widgets, such as the Share this button or interactive mini-programs that run on our site. These Features may collect your IP address, which page you are visiting on our site, and may set a cookie to enable the Feature to function properly. Social Media Features and Widgets are either hosted by a third party or hosted directly on our Site. Your interactions with these Features are governed by the privacy policy of the company providing it.

## CHILDREN

We do not intend to solicit or collect Personal Information from anyone under the age of 18. If you are under 18, do not enter information on this site or engage our services. If you believe a child of yours under the age of 18 has entered Personal Information please contact [info@PortaCheck.com](mailto:info@PortaCheck.com) to have the data removed.

## PRIVACY COMPLAINTS

Individuals located in certain countries, including the European Economic Area, have certain statutory rights in relation to their personal data. Subject to any exemptions provided by law, you may have the right to request access to Information, as well as to seek to update, delete or correct this Information.

To the extent that PortaCheck's processing of your Personal Data is subject to the EU General Data Protection Regulation, PortaCheck relies on its legitimate interests, described above, to process your data. Where PortaCheck processes certain Personal Data for PortaCheck's own direct marketing purposes, you have a right to object to PortaCheck's use of your Personal Data for this purpose at any time by contacting [info@portacheck.com](mailto:info@portacheck.com) and opting out from receiving all email.

PortaCheck takes its users' privacy concerns seriously. If you believe that PortaCheck has not complied with this Privacy Policy with respect to your Personal Information, you may contact the Data Protection Officer at PortaCheck, Inc., 1 Whittendale Drive, Suite E, Moorestown, NJ 08057. In your letter please describe in as much detail as possible the ways in which you believe that the PortaCheck Privacy Policy has not been complied with. We will investigate your complaint promptly. If you do not receive acknowledgment of your complaint or your complaint is not satisfactorily addressed, please contact PortaScience at [info@portascience.com](mailto:info@portascience.com).

If you have any questions about this Privacy Policy, the practices of this site, or your dealings with this Website, you can contact our Data Protection Officer at [info@PortaCheck.com](mailto:info@PortaCheck.com).

**PortaCheck, Inc.**

Attn: Data Protection Officer

[info@portacheck.com](mailto:info@portacheck.com)

PortaCheck, Inc., 1 Whittendale Drive, Suite E, Moorestown, NJ 08057

Telephone number: 1-856-231-8894

[www.portacheck.com/contact](http://www.portacheck.com/contact)