

Your privacy is important to LeaseWeb USA, Inc. (hereinafter "LeaseWeb USA"). LeaseWeb USA is therefore pleased to provide this privacy statement to inform you of LeaseWeb USA's practices with respect to the collection, storage and use of your personal information ("Data"). This Privacy Statement is in line with the Federal Trade Commission Act (FTC), the Health Insurance Portability and Accountability Act (HIPAA), the Fair Credit Reporting Act, the Electronic Communications Act, and other relevant federal data privacy statutes. . This privacy statement does not cover personal data hosted, transmitted or processed on infrastructure leased from LeaseWeb USA. The customer of LeaseWeb USA who has leased LeaseWeb USA infrastructure, will be responsible for determining the purposes and means of the processing of said personal data, and this LeaseWeb USA customer (or its customers) will be the data controller in regards to such processing. If at any time LeaseWeb USA has access to personal data stored on infrastructure leased from LeaseWeb USA, then LeaseWeb USA shall be a data processor, and any actions performed by LeaseWeb USA in relation to such data shall be solely governed by the agreement concluded between the LeaseWeb USA customer and LeaseWeb USA. Also note that the website [www.leaseweb.com](http://www.leaseweb.com) is offered by LeaseWeb Global B.V. The privacy statement of LeaseWeb Global B.V. is available [here](#).

#### AGREEMENT TO THIS STATEMENT

Please read this statement 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, your choice is not to use our services our products. By accessing or using our services and/or services, you agree to this privacy statement. This statement may change from time to time. Your continued use of our services or products after we make changes is deemed to be acceptance of those changes, so please check the statement periodically for updates.

#### HOW LEASEWEB USA, INC. COLLECTS INFORMATION ABOUT YOU

In general, LeaseWeb USA will only collect and store the Data you have provided if this is required in order to provide you with services and products, you've ordered with LeaseWeb USA or to answer your inquiry.

LeaseWeb USA may collect your Data when:

- You order a service from LeaseWeb USA.
- You enter a promotional game of chance with LeaseWeb USA.
- You participate in a LeaseWeb USA survey.
- You subscribe to a LeaseWeb USA newsletter.
- You ask LeaseWeb USA for more information about a LeaseWeb service, or contact LeaseWeb USA with a question, comment or complaint.
- You submit an abuse notification to LeaseWeb USA.
- You use the LeaseWeb USA network, LeaseWeb USA infrastructure and/or other LeaseWeb USA services.

LeaseWeb USA also collects Data about you from LeaseWeb Global B.V. (hereinafter "LeaseWeb GS") and other affiliates of LeaseWeb USA. In addition, LeaseWeb USA may collect and transmit Data about you to the extent permitted by law from and/or to fraud-prevention agencies, referral partners, business directories and credit reference agencies.

#### WHAT TYPES OF INFORMATION LEASEWEB NL COLLECTS ABOUT YOU

LeaseWeb USA collects the following information about you:

- Your name, (business/private) address, phone number, date of birth, marital status, email address and personal identification numbers (excluding social security number).
- Your LeaseWeb USA account information – such as LeaseWeb USA services you ordered, domain name registration information, the IP addresses assigned to you, your customer ID, service charges owed and received, the use of LeaseWeb USA services or any other information related to your account.
- Your contact with LeaseWeb USA – such as a note or recording of a call you make to LeaseWeb USA, a chat record when you engage in a chat session with LeaseWeb USA, an email or letter you send to LeaseWeb USA or other records of any contact you have with LeaseWeb USA.
- Information about your payment method, such as credit card number, bank account number or other banking information.
- Information provided by you to LeaseWeb USA when you notify LeaseWeb USA of a (suspected) breach of LeaseWeb USA's acceptable use policies.
- Video footage of you when you are in a LeaseWeb USA datacenter.
- Documents and information that certify your identity.

#### WHY LEASEWEB USA PROCESSES YOUR PERSONAL INFORMATION

LeaseWeb USA process your Data for the following purposes:

- Processing of orders and provision of services.
- Conducting market research, conducting retention and customer satisfaction surveys, conducting marketing activities (including through email newsletters and social media), conducting sales activities (including analyzing your Data and your use of LeaseWeb USA services for making (personalized) offers and quotes with the aim of entering into a customer relationship, and/or maintaining, renewing or expanding a customer relationship) and offering promotional games of chance.
- Communicating with customers (i) to provide information about services of LeaseWeb USA and affiliated companies, (ii) to provide information about offers, orders, provision of services, order status and payment, (iii) to provide support and maintenance services, (iv) to handle complaints, and (v) to answer questions from (potential) customers.
- Performing financial processes, including (i) calculating, invoicing and collecting of service charges, (ii) processing financial transactions regarding the acceptance of orders, and (iii) granting debt collection rights to third parties.
- Investigating creditworthiness and risk management, including prevention of overextending credit to (potential) customers and verifying whether (potential) customers will be able to comply with financial obligations.
- Investigating and processing suspected violations of LeaseWeb USA's acceptable use policy.
- Ensuring the security of persons, goods and objects, and performing fraud detection.
- Conducting legal processes, including (i) conducting legal proceedings, and (ii) collecting evidence for civil legal proceedings relating to you.

- Complying with statutory obligations, including (i) provision of data to authorized authorities in the context of criminal investigations, (ii) complying with (applicable) data retention obligations, and (iii) the provision to third parties of Data concerning customers in connection with an infringement of these third parties' rights.
- Establishing the identity of customers or third parties, including in relation to the provision of access to data centers.

#### SHARING YOUR DATA WITH THIRD PARTIES

LeaseWeb USA may share Data about you, if (i) LeaseWeb USA obtained your consent; or (ii) LeaseWeb USA is allowed by law, with the following third parties:

- LeaseWeb Global B.V. This affiliate of LeaseWeb USA offers tools and services (including the websites [www.leaseweb.com](http://www.leaseweb.com), the LeaseWeb Customer Portal and the LeaseWeb API) that may be used to order or manage LeaseWeb USA Services or to communicate with LeaseWeb USA. LeaseWeb USA may share your Data with LeaseWeb Global B.V. in connection with said tools and services. Please review the [privacy statement](#) of LeaseWeb Global B.V. to learn about its practices with respect to the collection, storage and use of your Data.
- Partners or agents involved in delivering the services you've ordered with LeaseWeb USA.
- credit reference, fraud prevention or business scoring agencies, or other credit scoring agencies.
- domain name registries when LeaseWeb USA registers a domain name on your behalf.
- debt collection agencies or other debt recovery organisations.
- law enforcement agencies, regulatory organisations, courts or other public authorities to the extent required by law.
- a LeaseWeb USA customer, if you notify LeaseWeb USA that this customer use of LeaseWeb USA services violates the LeaseWeb USA's Acceptable Use Policies or applicable law.
- a third party that has claimed that your use of the LeaseWeb USA services violates the LeaseWeb USA's Acceptable Use Policies or applicable law (to the extent such sharing is required by law).

#### DATA SECURITY

LeaseWeb USA has implemented technical and organizational measures to keep your Data, to the extent technically possible, safe from outside attacks, loss, misuse, alteration, or destruction. When collecting, processing or sharing your Data, LeaseWeb will use current encryption methods to protect your Data. LeaseWeb USA has been focused on implementing fair information practices that are designed to protect your data privacy effectively. It believes that everyone benefits from the free flow of information when that information is gathered and used responsibly. The Data you may provide is shared only with authorized employees of LeaseWeb USA, and on a limited basis, with distributors who will supply information or further data for your benefit and the other parties mentioned in this statement. In addition, LeaseWeb USA may disclose personally identifiable information only as may be required by subpoena, search warrant, or other legal processes.

#### DELETION OF THE DATA COLLECTED AND STORED

Legislation has stipulated a wide range of obligations for the collection and storage of data. After expiration of such periods, the corresponding data will be routinely deleted by LeaseWeb USA. In addition, unrelated to these foresaid timeframes, we will delete such data as soon as the purpose outlined above does not exist any longer.

#### YOUR RIGHTS

Under applicable law, you have the right to (i) check whether LeaseWeb USA holds your Data, (ii) access that Data, and (iii) correct any Data that is incorrect. You may exercise these rights, by visiting LeaseWeb Global B.V.'s Self Service Center and follow the instructions provided. Alternatively, you may contact the LeaseWeb USA customer Support Department through the 'Contact Us' page on the [leaseweb.com](http://leaseweb.com) website.

#### YOUR CALIFORNIA PRIVACY RIGHTS

California Civil Code Section § 1798.83 permits users of our services or products who are California residents to request certain information regarding our disclosure of personal information to third parties for their direct marketing purposes. To make such a request, please send an e-mail to the email address below.

#### STATEMENT CHANGES

LeaseWeb USA reserves the right to change the Privacy Statement, and will post any revisions on the LeaseWeb website [www.leaseweb.com](http://www.leaseweb.com). LeaseWeb USA advises you to check this page regularly to see if any changes have been implemented.

#### QUESTIONS

If you have any questions or suggestions about LeaseWeb USA's privacy practices, please feel free to contact us by e-mail.

This Privacy Statement was most recently changed on 24 September 2015.

**LeaseWeb USA, Inc. 9480 Innovation Drive, Manassas, Virginia 20110, U.S.A.**