

MERCHANT PRESERVATION SERVICES, LLC (dba CampusGuard) PRIVACY POLICY

Effective Date: May 25, 2018

Merchant Preservation Services, LLC (dba CampusGuard®) takes privacy and data protection issues seriously. We have designed this Privacy Policy to explain how we handle personally identifiable information collected from users of the CampusGuard Portal.

As the CampusGuard products and services evolve, we may revise this policy. Any changes to our privacy policy will be posted on this website, so please check back regularly.

Scope of this Privacy Policy

This Privacy Policy covers CampusGuard's treatment of personally identifiable information collected from users of the CampusGuard Portal, as well as information that we acquire from your institution to offer you access to the CampusGuard Portal.

This Policy does not apply to the practices of companies that CampusGuard does not own or control, or to people that CampusGuard does not employ or manage.

BY USING, BROWSING, OR LOGGING IN TO THE CAMPUSGUARD PORTAL, YOU ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND ALL OF THE TERMS AND CONDITIONS OF THIS PRIVACY POLICY AND THAT YOU ASSENT TO AND AGREE TO BE LEGALLY BOUND BY THIS AGREEMENT. IF YOU DO NOT ACCEPT THESE TERMS, YOU MUST IMMEDIATELY EXIT THIS WEBSITE AND CEASE USE OF THE SOFTWARE AND SERVICES.

Information Collection and Use

The personally identifiable information we acquire from you varies according to the way in which your institution is using our CampusGuard Portal. When you use the CampusGuard Portal, we may ask for your contact information (such as your name, email address and telephone number). We may also collect information about your computer and your visits to this website such as your IP address, geographical location, browser type, referral source, length of visit and number of page views. We may use this information in the administration of this website, to improve the website's usability, and for marketing purposes. We will only retain personal information as long as necessary.

CampusGuard uses the information collected to assist your institution with their information security initiatives. CampusGuard will not send you any unsolicited information to the email addresses you provide, except as mentioned below:

- Account access assistance
- Important changes to the website
- Changes to this privacy policy
- Optional Communication
- New CampusGuard services
- CampusGuard industry briefs and news

If you wish to opt-out of receiving Optional Communication from us you may send info@campusguard.com an email with "Unsubscribe PP" as the subject line. CampusGuard sends monthly newsletters and periodic alerts. Instructions to unsubscribe are provided with each communication.

Information Sharing and Disclosure

Protecting our customers' personally identifiable information is an important part of our business. We share and disclose such information only as described below.

campusguard.com

CampusGuard may send your personally identifiable information to other companies or people when:

- We have your consent to share the information; or
- To provide and additional services you have requested.

We also may release personally identifiable information when we believe release is necessary to comply with law; or protect the rights, property, or safety of CampusGuard, our users, or others. This includes exchanging information with other companies and organizations for fraud protection and risk reduction.

Information Security

Information security is critical to our business. We work to protect the security of your information during transmission by using Secure Sockets Layer (SSL) software, which encrypts information you input. We store information gathered on secure computers located in a locked data center. We use firewalls, intrusion detection systems, and database level encryption technology to prevent our computers from being accessed by unauthorized persons.

Using this website constitutes your agreement to this Privacy Statement. If you do not agree, you may not use or browse this website. If you entered this website and you do not agree to these terms, you must leave immediately.

Use of Internet Cookies

We use Internet cookies on this website. A cookie is a small text file placed on your hard drive (not on the Website) by a Web page server. Cookies make your Internet experience quicker and more convenient. You are always free to decline our cookies if your browser permits, but some parts of the Website may not work properly if you do. Accepting a cookie from the Website does not give the Administrator access to any of your personally identifiable information. Also, the types of cookies we use don't get stored permanently in your computer – they expire immediately after you close your browser and are deleted. You may be able to set up your Web browser to inform you when cookies are set or to prevent cookies from being set. Cookies may be used to...

- Recognize your computer when you visit the CampusGuard portal
- Personalize the CampusGuard portal for you, and
- Improve the CampusGuard portal's usability.

Third-parties and Privacy

Third party Internet sites and services accessible through this website have separate privacy and data collection practices. We have no responsibility or liability for these independent policies or actions of such third parties. Please be careful and responsible online. If you post personal information online that is accessible to the public, you may receive unsolicited messages from other parties in return. While we strive to protect your information, we cannot ensure or warrant the security of any information through the transmission process and you do so at your own risk.

The Website is not directed to children under 13. We do not knowingly collect, maintain, or use information from children under age 13. If a parent or guardian becomes aware that his or her child has provided us with Personally Identifiable Information without their consent, he or she should contact us using the information below ("How to Contact Us"). If we confirm that we have collected such information, we will take all reasonable measures to delete that information from our system as soon as possible.

Sometimes the law or other circumstances also require that we disclose Personally Identifiable Information about you to nonaffiliated third parties. Some examples are: when you ask or permit us to do so; in response to subpoenas or court orders; when we suspect fraud or criminal activity; to protect our property and rights or those of a third party; to protect the safety of the public or any person; or to prevent or stop activity we may consider to be, or to pose a risk of being, illegal, unethical, or legally actionable activity.

We may employ third party companies and individuals to facilitate our Services, to provide the Services on our behalf, to perform Website-related Services (e.g., without limitation, maintenance services, database management, web analytics and improvement of the Website's features) to assist us in analyzing how our Website and Services are used, or to perform other services (e.g., without limitation, sending postal mail and email, providing marketing assistance, and providing customer service). These third parties have access to your Personally Identifiable Information only to perform these tasks on our behalf; provided, however, that if you are redirected to a site or application maintained by a third party, the privacy policy of such site or application will control the use of any information you provide.

We may sell, transfer or otherwise share some or all of its assets, including your Personally Identifiable Information, in connection with a merger, acquisition, reorganization or sale of assets or in the event of bankruptcy.

If you become an inactive User, we will continue to adhere to the privacy policies and practices described in this Policy.”

How to Contact Us

If you have any questions about this Policy, please contact us by email or regular mail at the following address:

CampusGuard
P.O. Box 569
Rosemont, IL 60018
Email: info@campusguard.com