

E3 Company Website & App Privacy Policy

PLEASE READ THE FOLLOWING CAREFULLY

1. Introduction

The E3 Company, LLC, a Pennsylvania limited liability company, its subsidiaries and affiliates (collectively, “E3 Company”, “we”, “our” or “us”), respect your privacy and are committed to protecting it through our compliance with this policy (“Privacy Policy”). This Privacy Policy describes the types of information we may collect from you or that you may provide when you visit E3 Company’s website or use any E3 Company application, including mobile and browser apps and software (the “Website and Apps”), and our practices for collecting, using, maintaining, protecting and disclosing that information.

Please read this Privacy Policy 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/or practices, your choice is not to use our Website and Apps. By accessing or using our Website and Apps, you agree to this Privacy Policy. This Privacy Policy may change from time to time in accordance with Section 9 below. Your continued use of the Website and Apps after we make changes to the Privacy Policy is deemed to be acceptance of those changes.

2. Children Under the Age of 13

Our Website and Apps are not intended for children under thirteen (13) years of age. No one under the age of thirteen (13) may provide any personal information on our Website and Apps. As a result, we do not knowingly collect personal information from children under the age of thirteen (13). If you are under thirteen (13) years of age, do not use or provide any information on our Website and Apps.

3. Types of Information Collected

E3 Company and third parties working on our behalf may collect a variety of information about you, depending on your use of our Website and Apps. This information may include personal or business-related information, such as your first and last name, company name, job title, mailing address, email address, phone number, IP address used to connect your computer to the Internet, user name or similar identifier.

We may also collect:

- a. non-identifying information such as demographic, statistical or aggregated information, which may be derived from personal information.
- b. technical information, including your login information, browser type and version, time zone setting, browser plug-in types and versions, operating system and platform, or information about your internet connection, the equipment you use to access our Website and Apps, and usage details.
- c. Information about your interactions with our Website and Apps, including the full Uniform Resource Locators (URLs), clickstream to, through and from our Website and Apps (including date and time), products you viewed or searched for, page response times, download errors, length of

visits to certain pages, page interaction information (such as scrolling, clicks and mouse-overs), methods used to browse away from the page, or any phone number used to call out customer service number.

4. Method of Information Collection

On our Website and Apps, E3 Company and third parties working on our behalf may also place, view and/or use “cookies”, web server logs, web beacons and other electronic tools to collect information about your use of our Website and Apps. We also collect the content, communications and other information you provide when you use our Website and Apps and other products. This information can include information in or about the content you provide (e.g., metadata), such as the date the file was created.

5. Use of Information

We use information that we collect about you or that you provide to us:

- a. to provide access to our products, services and customer support, and to assist with the technical functioning of our Website and Apps;
- b. to provide you with information, products or services that you request from us;
- c. to carry out or obligations and enforce our rights arising from any contracts entered into between you and us, including for billing and collection;
- d. to notify you about any changes to changes to our Website and Apps or any products or services we offer or provide through them;
- e. to answer your questions, queries or complaints; and
- f. for any other purpose with your consent.

6. Disclosure of Your Information

We may disclose your information, including personal information, that we collect or you provide as described in this Privacy Policy:

- a. to contractors, service providers and other third parties we use to support our business;
- b. to comply with any court order, law or legal process, including to respond to any government or regulatory agency’s request, in accordance with applicable law;
- c. to produce relevant documents or information in connection with any litigation, arbitration, mediation, adjudication, government or internal investigations or other legal or administrative proceedings;
- d. in connection with a sale or other transfer of all or some of the assets of E3 Company and/or in connection with a sale or merger of E3 Company or any affiliate or subsidiary;
- e. to enforce our Terms of Use and other agreements, including for billing and collection purposes;
- f. if we believe disclosure is necessary or appropriate to protect the rights, property or safety of E3 Company, our customers or others;
- g. to fulfill the purpose for which you provide it; and
- h. with your consent.

7. Accessing and Correcting Your Information

To request access, review, correct or delete information we have collected from you, please contact inquiries@e3team.com.

Please include the following information in all requests: first and last name and email address. While E3 Company will make reasonable efforts to fulfill your request, we may not accommodate a request to change information if we believe the change would violate any law or legal requirement or cause the information to be incorrect.

If you disagree with this Privacy Policy, or want to withdraw consent, please contact us at inquiries@e3team.com. If you do not agree with any of the terms and conditions of this Privacy Policy, you must immediately cease using and accessing E3 Company's Website and Apps, products and services.

8. Data Security

The security of your personal information is very important to E3 Company. We use physical, electronic and administrative measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure.

The safety and security of your information also depends on you. Where we have given you (or where you have chosen) a password for access to certain parts of our Website and Apps, you are responsible for keeping this password confidential. We ask you not to share your password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we do our best to protect your personal information, we cannot guarantee the security of your personal information transmitted to our Website. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained on our Website and Apps.

9. Changes to our Privacy Policy

E3 Company reviews its privacy policies in light of ongoing regulations and use needs. E3 Company therefore reserves the right to modify this Privacy Policy at any time by posting the revised version on our Website and Apps and updating the effective date thereof. We encourage you to check the Website frequently to see the current Privacy Policy in effect and any changes that have been made to it.

10. Contact Information

We welcome your questions, comments and request regarding this Privacy Policy and our privacy practices. Please contact us in writing at:

E3 Company, LLC
ATTN: Privacy Policy
183 Old Post Oak Road
Kilgore, TX 75662