

SIGNOSOFT PRIVACY POLICY

This Privacy Policy describes the policy of Signosoft LTD. ("Signosoft", "us"), to inform you about what information we collect, use and share when you visit our website <https://www.signosoft.com/> (the "Site") or/and use any of our products or services. The Privacy Policy also explains why and for which purposes we collect the data. We may revise this policy, the most current version will always be posted on the website. If the revision reduces or affects your rights, we will notice you using the email provided by you.

INFORMATION WE COLLECT

When you visit the Site and/or use any of our products or services, we automatically collect certain information about your device, including information about your web browser, IP address, time zone, and some of the cookies that are installed on your device. We collect "Non-Personal Information" and "Personal Information". Additionally, as you browse the Site, we collect information about the individual web pages or products that you view, what websites or search terms referred you to the Site, and information about how you interact with the Site. We refer to this automatically-collected information as "Device Information."

We collect Device Information using the following technologies:

- "Cookies" are data files that are placed on your device or computer and often include an anonymous unique identifier. For more information about cookies, and how to disable cookies, visit <http://www.allaboutcookies.org>.
- "Log files" track actions occurring on the Site, and collect data including your IP address, browser type, Internet service provider, referring/exit pages, and date/time stamps.
- "Web beacons," "tags," and "pixels" are electronic files used to record information about how you browse the Site.
- "Mac addresses", "IP addresses", "GPS coordinations", "user addresses" because of verification reasons. All of these are encrypted to ensure the safety of the signature.

Additionally when you make a purchase or attempt to make a purchase of our products or services through the Site or any of our products, we collect certain information from you, including your name, billing address, shipping address, payment information (including credit card numbers), email address, and phone number. We refer to this information as "Order Information."

When we talk about “Personal Information” in this Privacy Policy, we are talking both about Device Information and Order Information.

In addition to information provided automatically by your browser when you visit the Website, to create an account and/or become a subscriber of the site you may need to provide us with Personal information to be used for the account and/or subscription. By registering, you authorize us to collect, store and use your email address and other information provided during the registration. Your used ID might be collected and stored if you use an external application to sign in. The privacy practices of these external applications are set forth in their privacy policies, and PandaDoc has no control over the uses of your ID by such parties.

We do not control privacy policy of other parties. If you disclose your information to other parties using the Site, different rules may apply to their use of the information. In such case, you are subject to the privacy policies of that third party.

HOW WE USE YOUR INFORMATION

We use the Order Information and Personal information that we collect generally to fulfill any orders placed through the Site (including processing your payment information, and providing you with invoices and/or order confirmations), to create your account and/or subscription and make you able to use our services. Additionally, we use this Order Information to:

Communicate with you;

When in line with the preferences you have shared with us, provide you with information or advertising relating to our products or services.

In general, your Personal information is used to communicate with you.

We use the Device Information that we collect to help us screen for potential risk and fraud (in particular, your IP address), and more generally to improve and optimize our Site (for example, by generating analytics about how our customers browse and interact with the Site, and to assess the success of our marketing and advertising campaigns).

SHARING YOUR PERSONAL INFORMATION

We share your Personal Information with third parties to help us use your Personal Information, as described above. For example, we use Google Analytics to help us understand how our customers use

the Site--you can read more about how Google uses your Personal Information here: <https://www.google.com/intl/en/policies/privacy/>. You can also opt-out of Google Analytics here: <https://tools.google.com/dlpage/gaoptout>.

Finally, we may also share your Personal Information to comply with applicable laws and regulations, to respond to a subpoena, search warrant or other lawful request for information we receive, or to otherwise protect our rights.

DO NOT TRACK

Please note that we do not alter our Site's data collection and use practices when we see a Do Not Track signal from your browser.

YOUR RIGHTS

If you are a European resident, you have the right to access personal information we hold about you and to ask that your personal information be corrected, updated, or deleted. If you would like to exercise this right, please contact us through the contact information below.

Additionally, if you are a European resident we note that we are processing your information in order to fulfill contracts we might have with you (for example if you make an order through the Site), or otherwise to pursue our legitimate business interests listed above. Additionally, please note that your information will be transferred outside of Europe.

DATA RETENTION

When you place an order through the Site, we will maintain your Order Information for our records unless and until you ask us to delete this information. If you subscribe to our Services, we maintain the information you provided us unless and until you ask us to delete this information.

MINORS

The Site is not intended for individuals under the age of 18.

CHANGES

We may update this privacy policy from time to time in order to reflect, for example, changes to our practices or for other operational, legal or regulatory reasons.

HOW WE PROTECT INFORMATION

We implement security measures designed to protect your information from unauthorized access. The account you create is protected by your account password. We recommend to keep your personal information safe by not disclosing your account password with anyone. Also, we protect your information from security threats and breaches by implementing certain technological security measures including encryption, firewalls and secure socket layer technology. These measures however do not guarantee that your information will not be accessed, disclosed, altered or destroyed by a breach of these technological security measures. By using this website and our services, you agree to understand and assume this risk.

Importantly, will use personal information and User Content only for purpose of delivering the services made available in the Website, which is in the confines of document generation and electronic execution, and to facilitate the services you request related thereto.

LAWFUL BASIS

The lawful basis of collecting and using your data is your agreement and the fact that the data you provide is necessary for the use of this website, our services and products. The data is collected and processed in accordance with The General Data Protection Regulation (GDPR) (EU) 2016/679, herein referred to as "GDPR".

YOUR RIGHTS REGARDING THE PROTECTION OF YOUR PERSONAL DATA

You have the right to revoke your consent with this Privacy policy, change or add personal data, request limitations of processing our data, raise a complaint, request deletion of your personal data, request access to the information we have on you and other rights established by the GDPR.

If you wish to fulfil any of your rights established by the GDPR or want to ask us about more information, do not hesitate to contact us at esign@signosoft.com. We will be glad to provide any help necessary.

The data you provide us will be processed until you request us to stop processing it.

Signosoft does not use your data to make automated decisions.

TRANSFERRING DATA INTERNATIONALLY

While using our website and/or our services, your data may be transferred internationally. Our transfer falls under the EU-US Privacy Shield.

INTENDED USE OF PERSONAL DATA

Some of our services do not require any form of registration, allowing you to visit our site without telling us who you are. However, some services may require you to provide us with Personal Data. In such situations, if you choose to withhold any Personal Data requested by us, it may not be possible for you to gain access to certain parts of our site and for us to provide some of our services. For example, if you do not provide us with your email and name, we can not create your user account.

DATA CONTROLLER

Signosoft LTD processes Personal Data both as a Processor and as a Controller, as defined in the GDPR.

All data collected by Signosoft LTD will be stored in secure hosting facilities provided by Amazon Web Services. Signosoft has a data processing agreement in place with its provider, ensuring compliance with GDPR. All hosting is performed in accordance with the highest security regulations .

CONTACT US

For more information about our privacy practices, if you have questions, or if you would like to make a complaint, please contact us by e-mail at esign@signosoft.com or by mail using the details provided below:

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