

# Privacy Statement

## Forward

HR Remedies LLC, and its affiliated web sites\* (see bottom of this policy for list\*), are committed to respecting the privacy of our members, users and visitors. Because we value your privacy, we endeavor to provide a safe and secure user experience for all users. This Privacy Statement explains the online data collection and usage policies and practices that apply to HR Remedies LLC and its affiliated web sites and does not apply to information we collect in any other means.

Your data will be stored and processed in whole or in part in the United States. The information we gather may be shared within HR Remedies LLC's affiliated organizations on a worldwide basis to deliver the products and services we offer to employers, recruiters, etc. such as searches for job seekers or in order to analyze our database. "Affiliated web sites" means web sites that control or are controlled by HR Remedies LLC.

The HR Remedies LLC web sites contain links to other web sites over which we have no control. We are not responsible for the privacy policies, terms of use or practices of other web sites you choose to link to or visit from our web site. We specifically direct you to review the privacy policies of other web sites so you can understand how they apply, use, share and collect your information.

## Use and Collection

In some areas of HR Remedies LLC's web site and affiliated web sites, we request or may request that you provide personal information, including your name, address, e-mail address, telephone number credit card number, social security number, contact information, billing information and any other information from which your identity is understood. In other areas, we collect or may collect demographic information that is not unique to you such as your ZIP code, age, preferences, gender, interests and preferences. Sometimes we may collect a combination of many types of information. Moreover, we may indirectly collect information about you when you use certain third party services available on our websites. Use of our websites constitutes your authorization for us to have access to and store any and all information you provide. Such information will be subject to the policies and practices described in this Privacy Statement.

We may also gather information regarding your use of our web sites. This may be done by analyzing your IP address, domain names, type of browser, dates/times of accessing, sites visited and computer hardware/software. If you refer someone to our web sites or refer content on our web sites to someone, we reserve the right to contact the referral for offers and information about our products and services.

We may also use the information we gather to inform you of other products or services available from us or our affiliated companies/web sites, to contact you about your opinion of current products and services, potential new products and services that may be offered or to make general announcements for which we may believe you would have interest.

We may use your contact information in order to send you e-mail or other communications regarding updates, information on new opportunities and other items which we believe may be of interest to you. The type and occurrence of these messages will change and be undefined.

In addition, you may have the option to elect to receive additional communications, information, promotions and informational newsletters from us relating to topics that may be of interest to you.

Whereas a user of any of our websites provides feedback to us, all feedback submitted becomes our property, and we can use such feedback (such as suggestions, ideas, success stories) for sales and marketing purposes or to contact you for further information.

### **Choices Regarding the Disclosure of Personal Information to Others**

We do not disclose your personal information to third parties, except in the following instances:

- We disclose information to third parties if you consent to such disclosure. For example, if you indicate that you would like to receive information about opportunities, products or services of third parties, we supply your contact information to third parties such as employers, recruiters, data aggregators, marketers or others for the purpose of sending you e-mail or communicating with you.
- We disclose information to companies and individuals we employ to perform functions on our behalf; however, they may not share that information with any other third party
- We disclose and transfer information to a third party who acquires all or a substantial portion of our business, whether such acquisition is by way of merger, consolidation or purchase of all or a substantial portion of our assets. In addition, in the event we become the subject of a bankruptcy proceeding, whether voluntary or involuntary, we or our trustee in bankruptcy may sell, license or otherwise dispose of such information in a transaction approved by the bankruptcy court.
- We disclose information if legally required or requested to do so by a governmental entity or if we believe in good faith that such action is necessary to: (a) be in compliant with the law; (b) protect our rights or property or our affiliated companies; (c) prevent a crime or protect national security; or (d) protect the personal safety of users or the public.

### **Resumes, Cover Letters and Profiles**

We attempt to limit access to our databases only to paying employers, recruiters, hiring authorities, search consultants, human resources professionals and law enforcement agencies, but we cannot guarantee that other parties will not gain access to this database. We are not responsible for the use made of such information by third parties who access such information while they are in our database, whether a paying client or illicit illegally entering third-party. However, the portions of your resume that are made public if you so elected upon registering with our web sites are accessible to anyone who uses our database. You may remove your information (resume, cover letter, etc.) or delete your profile at anytime. However, those who have paid for access to the database or to obtain a copy of the database may have retained a copy of your resume profile in their own files or databases. We are not responsible for the retention, use or privacy of resumes or profiles in these cases. Persons that enter data into our database (resume, cover letters, profiles, etc.) do so entirely at their own risk, and we are in no way responsible should the presence of their information on our web sites impact their current employment, perceived employment or possible employment.

### **Use of Cookies**

We may use "cookies" to help enhance our services and products. A cookie is defined as a file that is placed on your hard drive by a Web page server, and they are not used to install programs or other items to your computer. Your "cookie" is unique to your computer, and can be read upon each visit to our site. For example, a web site "remembers" who you are when you leave the web site and then return. You may choose to accept or deny "cookies" by modifying your browser settings.

## **Access to and Modification of Your Information**

You may update, change or modify your information on our web sites at any time.

You may delete your information from our publicly viewable database at any time. However, we may retain indefinitely all the information we gather about you to in an effort to maximize our delivery of services and products.

## **Security of Personal Information**

With reasonable security and measures, we utilize a secure system to provide privacy and security for our users. However, we cannot guarantee that unauthorized third parties will never be able to defeat those measures or use your personal information for improper purposes. When you place an order online through our web sites, your credit card information is protected through the use of encryption, through a third party vendor.

Current Vendors Used:

- [www.2checkout.com](http://www.2checkout.com)
- [www.paypal.com](http://www.paypal.com)

## **Age Restrictions**

Our web sites are not intended for persons under the age of 18, and those purchasing services or products from our web sites are explicitly directed to be no younger than the age of 18. In regards to collecting personal information, we never knowingly collect information from parties younger than 18.

## **Changes to Privacy Statement**

If it is decided to change our Privacy Statement, we will post those changes through an obvious and overt notice on the web site for a period of thirty (30) days insure that you will know the information we gather and its use.

## **Contact Information**

HR Remedies LLC is a Limited Liability Corporation, and is located at:

HR Remedies LLC  
6201 Las Pas Trail  
Suite 220  
Indianapolis, Indiana 46268  
317-290-1919

We encourage and support the immediate reporting of any perceived violation of this policy to the above address.

## **THIS POLICY APPLIES TO THE FOLLOWING WEBSITES:**

- \* [www.hrremedies.com](http://www.hrremedies.com)
- \* [www.boxjobs.com](http://www.boxjobs.com)