# WorkNinja Privacy Policy

OB Technologies LLC dba WorkNinja and its affiliates ("WorkNinja," "we," "our," and/or "us") values the privacy of individuals who use our application, websites, and related services (collectively, our "Services"). This privacy policy (the "Privacy Policy") explains how we collect, use, and disclose information from users of our Services ("Users"). By using our Services, you agree to the collection, use, disclosure, and procedures this Privacy Policy describes. Beyond the Privacy Policy, your use of our Services is also subject to our Terms of Service ("TOS") ([URL]).

### **Information We Collect**

We may collect a variety of information from or about you or your devices from various sources, as described below.

#### A. Information You Provide to Us.

**Registration Information**. If you sign up for an account, register to use our Services, sign up for notifications or updates, or participate in our surveys, we may ask you for your email address and phone number.

**Communications**. If you contact us directly, we may receive additional information about you. For example, when you contact our Customer Support Team, we may receive your name, email address, phone number, the contents of a message or attachments that you may send to us, and other information you choose to provide. When you communicate with us online, third party vendors receive and store these communications on our behalf. When we send you emails, we may track whether you open them to learn how to deliver a better customer experience and improve our Services.

**Payment Information.** If you make a purchase through our Services, your payment-related information, such as credit card or other financial information, is collected by our third-party payment processor on our behalf. We may receive information such as your email address from our third-party payment processors to verify your purchase.

**Careers**. If you decide that you wish to apply for a job with us, you may submit your contact information and your resume online. We will collect the information you choose to provide on your resume, such as your education and employment experience. You may also apply through LinkedIn. If you do so, we will collect the information you make available to us on LinkedIn.

### B. Information We Collect When You Use Our Services.

**Device Information**. We receive information about the device and software you use to access our Services, including IP address (which may tell us your general location information), web browser type, operating system version, phone carrier and manufacturer, application

installations, device identifiers, mobile advertising identifiers, and push notification tokens.

**Usage Information**. To help us understand how you use our Services and to help us improve them, we automatically receive information about your interactions with our Services, like the prompts you enter to generate text, purchases you make, and the dates and times of your visits.

Information from Cookies and Similar Technologies. We and our third-party partners collect information using cookies, pixel tags, or similar technologies. Our third-party partners, such as analytics and advertising partners, may use these technologies to collect information about your online activities over time and across different services. Cookies are small text files containing a string of alphanumeric characters. We may use both session cookies and persistent cookies. A session cookie disappears after you close your browser. A persistent cookie remains after you close your browser and may be used by your browser on subsequent visits to our Services.

Please review your web browser's "Help" file to learn how you may modify your cookie settings. Please note that if you delete or choose not to accept cookies from the Service, you may not be able to utilize the features of the Service to their fullest potential.

# How We Use the Information We Collect

We use the information we collect:

- To provide, maintain, improve, and enhance our Services;
- To personalize your experience on our Services such as by providing tailored content and recommendations;
- To understand and analyze how you use our Services and develop new products, services, features, and functionality;
- To communicate with you, provide you with updates and other information relating to our Services, provide information that you request, respond to comments and questions, and otherwise provide customer support;
- For marketing and advertising purposes, such as developing and providing promotional and advertising materials that may be relevant, valuable or otherwise of interest to you;
- To generate anonymized, aggregate data containing only de-identified, non-personal information that we may use for purposes such as to publish reports;
- To send you text messages and push notifications;
- To facilitate transactions and payments;
- To find and prevent fraud and abuse, and respond to trust and safety issues that may arise;
- For compliance purposes, including enforcing our TOS or other legal rights, or as may be required by applicable laws and regulations or requested by any judicial process or governmental agency; and
- For other purposes for which we provide specific notice at the time the information is

collected.

### **How We Disclose the Information We Collect**

**Affiliates.** We may disclose any information we receive to our affiliates for any of the purposes described in this Privacy Policy.

**Vendors and Service Providers.** We may disclose any information we receive to vendors and service providers retained in connection with the provision of our Services.

# Marketing.

**Analytics Partners.** We use analytics services such as Google Analytics to collect and process certain analytics data. These services may also collect information about your use of other websites, apps, and online resources You can learn more about Google's practices by visiting <a href="https://www.google.com/policies/privacy/partners/">https://www.google.com/policies/privacy/partners/</a>.

Advertising Partners. We work with third-party advertising partners to show you ads that we think may interest you. Some of our advertising partners are members of the Network Advertising Initiative (<a href="https://optout.networkadvertising.org">https://optout.networkadvertising.org</a>) or the Digital Advertising Alliance (<a href="https://optout.aboutads.info">https://optout.aboutads.info</a>). If you do not wish to receive personalized ads, please visit their opt-out pages to learn about how you may opt out of receiving web-based personalized ads from member companies. You can access any settings offered by your mobile operating system to limit ad tracking, or you can install the AppChoices mobile app to learn more about how you may opt out of personalized ads in mobile apps.

As Required By Law and Similar Disclosures. We may access, preserve, and disclose your information if we believe doing so is required or appropriate to: (a) comply with law enforcement requests and legal process, such as a court order or subpoena; (b) respond to your requests; or (c) protect your, our, or others' rights, property, or safety. For the avoidance of doubt, the disclosure of your information may occur if you post any objectionable content on or through the Services.

Merger, Sale, or Other Asset Transfers. We may transfer your information to service providers, advisors, potential transactional partners, or other third parties in connection with the consideration, negotiation, or completion of a corporate transaction in which we are acquired by or merged with another company or we sell, liquidate, or transfer all or a portion of our assets. The use of your information following any of these events will be governed by the provisions of this Privacy Policy in effect at the time the applicable information was collected.

**Consent.** We may also disclose your information with your permission.

#### Third Parties

Our Services may contain links to other websites, products, or services that we do not own or operate. We are not responsible for the privacy practices of these third parties. Please be aware

that this Privacy Policy does not apply to your activities on these third-party services or any information you disclose to these third parties. We encourage you to read their privacy policies before providing any information to them.

# **Children's Privacy**

We do not knowingly collect, maintain, or use personal information from children under 13 years of age, and no part of our Services are directed to children. If you learn that a child has provided us with personal information in violation of this Privacy Policy, then you may alert us at support@workninja.com.

### **International Visitors**

Our Services are hosted in the United States and intended for visitors located within the United States. If you choose to use the Services from the European Union or other regions of the world with laws governing data collection and use that may differ from U.S. law, then please note that you are transferring your personal information outside of those regions to the U.S. for storage and processing. We may also transfer your data from the U.S. to other countries or regions in connection with storage and processing of data, fulfilling your requests, and operating the Services. By providing any information, including personal information, on or to the Services, you consent to such transfer, storage, and processing.

# **Update Your Information**

You can update your account and profile information or close your account through your profile settings.

# **Changes to this Privacy Policy**

We will post any adjustments to the Privacy Policy on this page, and the revised version will be effective when it is posted. If we materially change the ways in which we use or disclose personal information previously collected from you through the Services, we will notify you through the Services, by email, or other communication.

#### **Contact Information**

If you have any questions, comments, or concerns about this Privacy Policy, please email us at support@workninja.com.

**Last Updated:** [date]