# Online Privacy Policy

Westover Companies (Westover PMC, LP) value its users' privacy. This Privacy Policy ("Policy") will help you understand how we collect and use personal information from those who visit our website or make use of our online facilities and services, and what we will and will not do with the information we collect. Our Policy has been designed and created to ensure those affiliated with Westover Companies of our commitment to uphold privacy standards.

We reserve the right to amend this Policy at any given time. If you want to make sure that you are up to date with the latest changes, we advise you to visit this page frequently. If at any point in time Westover Companies decides to make use of any personally identifiable information on file, in a manner vastly different from that which was stated when this information was initially collected, the user or users shall be promptly notified by email. Users at that time shall have the option as to whether to permit the use of their information in this separate manner.

This Policy applies to Westover Companies, and any of its affiliates, and it governs any and all data collection and usage by us. Through the use of www.westovercompanies.com, you are therefore consenting to the data collection procedures expressed in this Policy.

Please note that this Policy does not govern the collection and use of information by companies that Westover Companies does not control, nor by individuals not employed or managed by us. If you visit a website that we mention or link to, be sure to review its privacy policy before providing the site with information. It is highly recommended and suggested that you review the privacy policies and statements of any website you choose to use or frequent to better understand the way in which websites garner, make use of and share the information collected.

**Specifically, this Policy will inform you of the following:**

1. What personally identifiable information is collected from you through our website;
2. Why we collect personally identifiable information and the legal basis for such collection;
3. How we use the collected information and with whom it may be shared;
4. What choices are available to you regarding the use of your data; and
5. The security procedures in place to protect the misuse of your information.

# Information We Collect

It is always up to you whether to disclose personally identifiable information to us, although if you elect not to do so, we reserve the right not to register you as a user or provide you with any products or services. We collect information when you use this website. This website collects various types of information, such as:

- Information automatically collected when visiting our website, which may include cookies, third party tracking technologies and server logs, as well as any time you register for an account.

In addition, Westover Companies may have the occasion to collect non-personally identifiable information, as well as the type of browser you are using, IP address, or type of operating system, ‘cookie information” which will assist us in providing and maintaining superior quality service. “Cookies” are identifiers we transfer to your browser or device that allow us to recognize your browser or device and tell us how and when pages and features in our services

are visited and by how many people. You may be able to change the preferences on your browser or device to prevent or limit your device’s acceptance of cookies, but doing so may reduce your experience on our site by preventing you from using many of our website’s features. You have the ability to accept or decline cookies. Most internet browsers automatically accept cookies, but you can modify your browser setting to decline them if you desire. If you decline cookies, however, you may lose the ability to fully take advantage of our website’s features and services.

# Why We Collect Information and For How Long

We are collecting your data for several reasons:

1. To better understand your needs and provide you with the services you have requested.
2. To fulfill our legitimate interest in improving our services and products.
3. To send you promotional emails containing information we think you may like when we have your consent to do so.
4. To contact you to fill out surveys or participate in other types of market research, when we have your consent to do so.
5. To customize our website according to your online behavior and personal preferences.
6. To notify you if changes to our website, this policy, or our services.

The data we collect from you will be stored for no longer than necessary. The length of time we retain said information will be determined based upon the following criteria: the length of time your personal information remains relevant; the length of time it is reasonable to keep records to demonstrate that we have fulfilled our duties and obligations; any limitation periods within which claims might be made; any retention periods prescribed by law or recommended by regulators, professional bodies or associations; the type of contract we have with you, the existence of your consent, and our legitimate interest in keeping such information as stated in this Policy.

# Use of Information Collected

Westover Companies does not now, nor will it in the future, sell, rent or lease any of its customer lists and/or names to any third parties.

Westover Companies may collect and may make use of personal information to assist in the operation of our website and to ensure delivery of the services you need and request. At times, we may find it necessary to use personally identifiable information as a means to keep you informed of other possible products and/or services that may be available to you from www.westovercompanies.com.

Westover Companies may also be in contact with you with regard to completing surveys and/ or research questionnaires related to your opinion of current or potential future services that may be offered.

Westover Companies uses various third-party social media features including but not limited to https://westoverliving.com/, https://www.linkedin.com/company/the-westover-companies/, https://www.tiktok.com/@westoverliving, https://www.facebook.com/WestoverLiving/ photos/, https://www.instagram.com/westoverliving/, and other interactive programs. These may collect your IP address and require cookies to work properly. These services are governed by the privacy policies of the providers and are not within Westover Companies' control. Additionally, we may provide personal data to third parties such as government or regulatory authorities or to comply with any law enforcement or legal process when we have a legal obligation to do so. We may also disclose certain information if we believe, in good faith, that doing so is necessary to protect or defend Westover or its affiliates.

# Disclosure of Information

Westover Companies may not use or disclose the information provided by you except under the following circumstances:

- as necessary to provide services or products you have ordered;
- in other ways described in this Policy or to which you have otherwise consented;

- in the aggregate with other information in such a way so that your identity cannot reasonably be determined;
- with advertising and analytics partners as outlined above;
- as required by law, or in response to a subpoena or search warrant;
- to outside auditors who have agreed to keep the information confidential;
- during negotiations of any sale or acquisition;
- as necessary to enforce the Terms of Service; as necessary to maintain, safeguard and preserve all the rights and property of Westover Companies.

# Non-Marketing Purposes

Westover Companies greatly respects your privacy. We do maintain and reserve the right to contact you if needed for non-marketing purposes (such account issues, and/or changes in Westover Companies' products and services). In certain circumstances, we may use our website, software, or other public means to post a notice.

# Children under the age of 17

Westover Companies' website is not directed to, and does not knowingly collect personal identifiable information from, children under the age of seventeen (17). If it is determined that such information has been inadvertently collected on anyone under the age of seventeen (17), we shall immediately take the necessary steps to ensure that such information is deleted from our system's database, or in the alternative, that verifiable parental consent is obtained for the use and storage of such information. Anyone under the age of seventeen (17) must seek and obtain parent or guardian permission to use this website.

# Opting -In

All users and visitors to our websites are given the opportunity to voluntarily provide us personal information including, but not limited to, your name, email address, home address, phone number, usernames, passwords and similar such information. If you choose to discontinue receiving any form of communication from us, you can request the removal from our systems by filling out the Contact Us webform. If you wish to unsubscribe or opt-out from any third-party websites, you must go to that specific website to unsubscribe or opt-out. Westover Companies will continue to adhere to this Policy with respect to any personal information previously collected.

# SMS Terms of Service

The use of Westover Companies and their affiliate properties text-message-based services (the service) is subject to the following Terms of Service. These terms constitute a legal agreement (the “Agreement”). The Westover Companies and its affiliates will allow several different opportunities, such as entering a phone number online, to opt-in to SMS services. You could receive messages regarding an application, account ledger, work orders, and\or other SMS messages pertaining to your residency with us. Messaging frequency may vary. The Westover Companies will not sell or share any of the data information received though the service. Message and data rates may apply for any message sent to you from us and to us from you, and The Westover Companies is not liable for the cost of any such messages.

# Links to Other Websites.

Our website does contain links to affiliates and other websites. Westover Companies does not claim nor accept responsibility for any privacy policies, practices and/or procedures of other such websites. Therefore, we encourage all users and visitors to be aware when they leave our website and to read the privacy statements of every website that collects personally identifiable information. This Privacy Policy Agreement applies only and solely to the information collected by our website.

# Security

Westover Companies takes precautions to protect your information. The Company tries to safeguard your personal information but cannot guarantee its complete protection. Unauthorized entry or use, hardware or software failure, and other factors, may compromise the security of user information at any time. To the fullest extent permitted by applicable law, the Company and its affiliates shall not be liable for any such unauthorized, illegal or fraudulent use of personal information. If any term or other provision of this Privacy Policy is held to be invalid, illegal, or incapable of being enforced by any rule of law or public policy by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining provisions of this Privacy Policy shall, to the extent permitted by law, remain in full force and effect.

# Acceptance of Terms

By using this website, you are hereby accepting the terms and conditions stipulated within the Privacy Policy Agreement. If you are not in agreement with our terms and conditions, then you should refrain from further use of our sites. In addition, your continued use of our website following the posting of any updates or changes to our terms and conditions shall mean that you agree and accept such changes.

# How to Contact Us

If you have any questions or concerns regarding the Privacy Policy Agreement related to our website, please feel free to contact us at the following email, telephone number or mailing address.

**Mailing Address**

- Westover Companies
- 550 American Avenue
- King of Prussia, PA 19406
- info@westovercompanies.com
- 610-337-3994