Effective June 21st 2016

We at InStyle Caterers respect your concerns about privacy and value the relationship we have with you. The privacy statement describes the types of personal information collected by InStyle Caterers on this website. Because we understand that your privacy is important, we wish to explain the types of information we gather and the way in which we use it. We also tell you how you can contact us or answer any questions you may have.

Information We Collect through Automated Means

We collect certain information by automated means when you visit our website such as how many visitors visited our website and the pages accessed. By collecting this information, we learn how to best fine tune our website to our visitors. We collect this information through various means such as "cookies" and IP addresses.

Google Analytics and Google Analytics Demographics and Interest Reporting

Google Analytics is a web analysis service provided by Google Inc. ("Google"). Google utilizes the data collected to track and examine the use of this website, to prepare reports on its activities and share them with other Google services, Google may use the personal data collected (Cookie and Usage Data) to contextualize and personalize the ads of its own advertising network. We use Google Analytics coupled with Google Analytics Demographics and Interest R. We use this information so that we may better understand reporting tools to monitor our website traffic and provide some basic demographic information about our visitors, such as general location, age group, gender, interests/ affinity, and where our visitors are coming from, what pages are being visited, when and how frequently. We use this information so that we may better understand our customers' needs and to help us create relevant and meaningful content and an overall better online experience for our website visitors.

Information we collect about you and how we use it

You may chose to provide personal information (name, telephone number and email address) through our website. Here are the ways in which you may provide the information and the types of information you may submit. In addition to the uses described below, we may also use the information you submit for internal purposes. We also tell you how we may use the information.

Contact Us Form and Email Links

If you communicate with us through the "Contact Us" form on our website, or direct email links throughout the site, we may ask you for information such as your name, email address and telephone number so we can respond to your inquiries and comments. We also may use the information you provide to evaluate the quality of our products and services to communicate with you about our products and services.

Cookies

InStyle Caterers uses third party "cookies" to track data on our website. Cookies are bits of text that are placed on your computer's hard drive when you visit certain websites. We use cookies to tell us, for example, whether you have visited us before or if you are a new visitor and to assist in indentifying site features in which you may have the greatest interest. Cookies may enhance your online experience by

saving your preferences while you are visiting a particular site. Most browsers will tell you how to stop accepting new cookies, how to be notified when you receive a new cookie and how to disable existing cookies. Please note however, without cookies, you may not be able to take full advantage of all of our website features.

IP Addresses

An IP address is a unique identifier that certain electronic devices use to identify and communicate with each other on the Internet. When you visit our website, we may view the IP address of the device you use to connect to the Internet. We use this information to determine the general physical location of the device and understand from what regions of the world our website visitors come. We also may use this information to enhance our website.

Information We Share

We do not sell or otherwise disclose information about our website visitors to any third parties for the third parties' direct marketing purposes without prior consent, except as described here. We may disclose information about you (a) if we are required to do so by law or legal process, (b) to law enforcement authorities or other government officials, (c) when we believe disclosure is necessary or appropriate to prevent physical harm or financial loss or in connection with an investigation of suspected or actual illegal activity, or (d) for any other legitimate business purpose. In addition, if InStyle Caterers or some portion of InStyle Caterers is sold, we may provide information about our customers and leads, including information obtained through our website, to the acquiring entity.

Links To Third Party Websites

On our website, we may provide links to third party websites. These websites operate independently from InStyle Caterers and may have their own Privacy Statements in place, which we strongly recommend that you review if you visit any linked website. To the extent any linked website you visit is unrelated to InStyle Caterers; we are not responsible for its content or any use of the website.

Updates To Our Privacy Statement

This Privacy Statement may be updated periodically and without prior notice to you to reflect changes in our information practices. If there are material changes to our Privacy Statement, we will post a prominent notice on our website and indicate at the top of the statement when it was most recently updated.

How to Contact Us

Should you have any questions or comments about this Privacy Statement, or if you would like us to update information we have about you, please contact us via email at <u>contact@instylecaterers.com</u> or by writing to us at InStyle Caterers P.O. Box 5304, Upper Marlboro, MD 20775