#### PRIVACY POLICY

## 1. Sites covered by this Privacy Statement

Help A Single Parent Foundation (hereinafter "HASP") is a US-based 501(c)3 organization devoted to empowering Single Parent family households helping to build strong foundations for our youth and future. This Privacy Policy applies to all HASP owned websites and domains and the websites and domains of any wholly-owned subsidiaries of HASP ("the HASP website").

The HASP website is hosted in the United States. If you are accessing the HASP website from the European Union, Australia, Africa, Asia or any other region with laws or regulations governing personal data collection, use and disclosure that differ from United States laws, please note that you are transferring your personal data to the United States, which does not have the same data protection laws as the EU and other regions, and by providing your personal data you consent to: the use of your personal data for the uses identified in accordance with this Privacy Policy; and the transfer of your personal data to the United States as indicated above.

#### 2. Links to non-HASP websites

The HASP website may provide links to third-party websites for your convenience and information. If you access those links, you will leave the HASP website. HASP does not control those sites or their privacy practices, which may differ from HASP's practices. We do not endorse or make any representations about third-party websites. The personal data you choose to provide to or that are collected by these third parties are not covered by the HASP Privacy Policy. We encourage you to review the privacy policy of any organization before submitting your personal information.

## 3. Collection of personal information

To serve you better and understand your needs and interests, HASP collects, exports, and uses personal information with adequate notice and consent, when applicable. For example, when you order products or services, make a donation, request information, subscribe to marketing or support materials, register yourself or apply for a job at HASP, we will ask you to provide personal information to complete these transactions. The types of personal information you provide to us on these pages may include contact information such as your name, address, telephone number, email address, financial information, such as your credit card number, and other unique information such as user IDs and passwords, billing and transaction information, product and service preferences, contact preferences, educational and employment background, and job interest data.

In addition to the information you provide, HASP may also collect information during your visit to the HASP website through automatic data collection tools, which include web beacons, cookies, embedded web links, and other commonly used information-gathering tools. These tools collect certain standard information that your browser sends to our website such as your browser type and language, access times, and the address of the website from which you arrived at the HASP website. With regard to the use of cookies, we use session ID cookies and persistent cookies. A session ID cookie expires when you close your browser. Although session cookies are established, they are not capturing any behavioral or personal information, only information that is helpful to the user experience, such as whether the user's browser has JavaScript capability. A persistent cookie remains on your hard drive for an extended period of time. Persistent cookies are being used to switch one-time messages on and off and to record form

completion. You can remove persistent cookies by following directions provided in your Internet browser's "help" file. If you reject cookies, you may still use our site, but your ability to use some areas of our site may be limited. The use of cookies by outside companies is not covered by our privacy policy. We do not have access or control over these cookies. Outside companies use session ID cookies to make it easier for you to navigate our site, in order for you to use the HASP e-commerce. Cookies, as well as the other tools listed above, may also collect information about your Internet Protocol (IP) address, clickstream behavior (i.e. the pages you view, the links you click, and other actions you take in connection with the HASP websites) and product information. An IP address is a number that is automatically assigned to your computer whenever you are surfing the Web, allowing Web servers to locate and identify your computer. Computers use IP addresses to communicate on the Internet, allowing users to browse and shop. HASP may also use automatic data collection tools in connection with certain emails sent from HASP and therefore may collect information using these tools when you open the email or click on a link contained in the email.

Our website also includes social media features, such as the Facebook button and widgets like "Share this button" or interactive mini-programs that run on our site. These features may collect your IP address, which page you are visiting on our site, and may set a cookie to enable the feature to function properly. Social media features and widgets are either hosted by a third party or hosted directly on our site. Your interactions with these features are governed by the privacy policy of the company providing it. HASP also collects information from commercially available sources that it deems credible. Such information may include your name, address, email address, and demographic data. The information HASP collects from its commercial sources may be used along with the information HASP collects when you visit the HASP websites. For example, HASP may compare the geographic information acquired from commercial sources with the IP address collected by automatic data collection tools to derive your general geographic area.

On occasion, HASP may provide you the opportunity to participate in surveys or other interactive campaigns on our website. If you participate, we will request certain personal information from you. Participation in these surveys or contests is completely voluntary and you therefore have a choice whether or not to disclose this information. The requested information typically includes contact information (such as name and shipping address), and demographic information (such as zip code).

#### 4. How we use your information

The information HASP collects to understand your needs and interests helps HASP deliver a consistent and personalized experience. For example, HASP may use your information to:

- assist you in completing a transaction or order
- communicate with you about products and services
- provide service and support
- administer your account
- update you on new services and benefits
- provide personalized promotional offers

- select content to be communicated to you
- send you a newsletter
- personalize some HASP websites
- allow you to participate in contests and surveys
- contact you for market research regarding HASP products or services, or
- for other purposes disclosed to you at the time we collect your information, or pursuant to your consent.

We will give you the opportunity to choose your privacy preferences regarding the communications we send.

Credit card information is used only for payment processing and fraud prevention. Credit card information and other sensitive personal information required to process a credit card transaction is not used for any other purpose by our financial services providers or LPP and will not be kept longer than necessary for providing the services, unless you ask us to retain your credit card information for future purchases.

- 5. How we share your information
- HASP will not sell, rent, or lease your personal information to others except as described in this Privacy Policy. HASP shares personal information in the following ways:
- HASP retains service providers and suppliers to deliver complete products, services, and
  customer solutions and to assist HASP with marketing and communication initiatives. These
  providers and suppliers include, for example, credit card processors, providers of customer
  support, email service providers, automated data processors, and shipping agents. Suppliers and
  service providers are required by contract to keep confidential the information received on
  behalf of HASP and may not use it for any purpose other than to carry out the services they are
  performing for HASP.
- From time to time, HASP participates in marketing initiatives with other companies. As part of these initiatives, certain HASP services and marketing communications are delivered at the same time as those from other companies. Some of these services and communications offer you the option to share personal information with both HASP and the other companies participating in these initiatives. For example, you may receive marketing communications from HASP and other companies or have the opportunity to register online for products from multiple companies. If you choose to provide personal information only to HASP, HASP will not share this information with the other companies participating in that marketing initiative. If you choose to provide personal information to the other companies, that personal information will be handled according to the privacy policy of those companies.
- Except as described in this Statement, HASP will not share the personal information you provide to HASP with non-HASP third parties without your permission, except to: (i) respond to duly authorized information requests of police and governmental authorities, (ii) comply with any law, regulation, subpoena, or court order, (iii) help prevent fraud or to enforce or protect the

rights and properties of HASP or its subsidiaries, (iv) protect the personal safety of HASP employees and third parties on HASP property, or (v) when we believe in good faith that disclosure is necessary to protect your safety or the safety of others.

Circumstances may arise where, whether for strategic or other business reasons, HASP decides
to sell, buy, merge, or otherwise reorganize operations in some countries. Such a transaction
may involve the disclosure of personal information to prospective or actual purchasers, or the
receipt of it from sellers. It is HASP practice to seek appropriate protection for information in
these types of transactions.

### 6. Children's privacy

HASP does not knowingly collect personally identifiable information from children under the age of thirteen (13) without requiring parental consent, and does not target its websites to children under age thirteen. Any person who provides information to us represents that they are thirteen (13) years of age or older. We encourage parents and guardians to take an active role in their children's online activities and interests. If you have any questions or concerns in this matter, please contact us. If you believe we have inadvertently collected personally identifiable information from a child under age thirteen (13), please encourage the parent of the child to contact us, and we will provide the parent an opportunity to review the data inadvertently collected, and further provide the parent an opportunity to have such data deleted and agree to prevent its further use or collection.

# 7. Your choices and selecting your privacy preferences

HASP gives you the choice of receiving a variety of information that complements our products and services. You can subscribe to receive certain product-specific and service-specific information and also choose to receive HASP general communications. We give you a choice regarding delivery of HASP general communications by postal mail, email and telephone.

You can make or change your choices about receiving either subscription or general communications at the data collection point or by using other methods, which are listed in the following sections. This option does not apply to communications primarily for the purpose of administering order completion, contracts, support, or other administrative and transactional notices as the primary purpose of these communications is not promotional in nature.

The email communications that you receive from HASP will be provided in accordance with this Privacy Policy. Some email communications may utilize automatic data collection tools.

Subscription communications include email newsletters. that may be expressly requested by you or which you consented to receive. After you request such communications, you may opt out of receiving them by using one of the following methods:

- Select the email "opt out" or "unsubscribe" link or follow the opt-out instructions included in each subscription communication.
- Return to the web page(s) where you originally registered your preferences and follow the optout instructions.

• Write to HASP.. Be sure to provide your name, email and postal address, and specific relevant information about HASP subscriptions that you no longer wish to receive.

Please be aware that when you opt out of receiving certain communications, it may affect the services you have chosen to receive from HASP where accepting the communications is a condition of receiving the services.

## 8. Access to and accuracy of your information

HASP strives to keep your personal information accurately recorded. We have implemented technology, management processes, and policies to help maintain data accuracy. HASP provides individuals with reasonable access to personal information that they provided to HASP and the reasonable ability to review and correct it or ask for anonymization, blockage, or deletion, as applicable. To protect your privacy and security, we will also take reasonable steps to verify your identity, such as requiring a password and user ID, before granting access to your data. To view and change the personal information that you directly provided to HASP, contact HASP.

# 9. Keeping your personal information secure

HASP takes seriously the trust you place in us. To prevent unauthorized access or disclosure, to maintain data accuracy, and to ensure the appropriate use of the information, HASP utilizes appropriate physical, technical, and administrative procedures to safeguard the information we collect.

We use Secure Sockets Layer (SSL) encryption when collecting or transferring sensitive information such as credit card information. SSL encryption is designed to make the information unreadable by anyone but us. This security measure is working when you see the symbol of either an unbroken key or a closed lock (depending on your browser) at the top or bottom of your browser window.

Credit card numbers are used only for processing payments and are not used for other purposes.

#### 10. Data Retention & Security

HASP will retain your information for as long as your account is active or as needed to provide you services. If you wish to cancel your account or request that we no longer use your information to provide you services, please contact us using the Contact Information provided in the last paragraph of this Privacy Policy. We will retain and use your information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements. The security of your personal information is important to us. We follow generally accepted industry standards to protect the personal information submitted to us, both during transmission and once we receive it. However, no method of transmission over the Internet, or method of electronic storage, is capable of being rendered perfectly secure. Therefore, we cannot guarantee its absolute security. If you have any questions about security on our website, you can contact us as described in the last paragraph of this Privacy Policy. The personal information collected when you make a contribution or purchase items by credit card is kept for the purposes of tracking your order and to provide a receipt of the transaction, and as covered in the above section, this information is protected in by the methods described in the above paragraph, and further, this information is stored on an encrypted, secure server managed by a third-party commercial credit card processing institution.

# 11. Data Aggregation and Analysis

By providing data to HASP, you agree HASP may use the data to build analytic models to support HASP's mission, products, and services. Before including your data into our proprietary data models, we will use commercially reasonable methods to de-identify your data to allow HASP to use the data in a manner that neither identifies nor provides a reasonable basis to identify you or any other individual. Notwithstanding the foregoing, you acknowledge and agree that HASP shall be permitted to use all such data for the purpose of analyzing patterns, trends, and other statistical data derived from your data to provide, operate, maintain, and otherwise improve HASP's mission, products, and services, and you grant HASP a license to your data to fulfill these purposes. Any such use of your data by HASP will be subject to the confidentiality and security provisions of this agreement. HASP will not disclose its analysis based on your data unless the data has been stripped of any information that could identify you.

# 12. Changes to this statement

If HASP changes its privacy statement, HASP will post the revised statement here with an updated revision date. If we make significant changes to our statement, we may also notify you by other means, such as sending an email or posting a notice on our home page.

#### 13. Contacting us:

We value your opinions. If you have comments or questions about our privacy statement, please send them to HASP or write to us at the following address:

H.A.S.P. P.O. Box 1123 Norristown, PA 19404