



# Privacy Policy

Last updated: 02/25/2020

Bowman and Company, LLP operates "https://www.bowmanllp.com" as well as associated client collaboration portals (the "Sites"). This page informs you of our policies regarding the collection, use and disclosure of Personal Information we receive from users of our Sites.

We use your Personal Information only for providing our firm's services and improving the Sites. By using the Sites, you agree to the collection and use of information in accordance with this policy.

## Information Collection and Use

While using our Sites, we may ask you to provide us with certain personally identifiable information that can be used to contact or identify you. Personally identifiable information may include, but is not limited to, your name and/or email address and other similar contact information ("Personal Information"). We do not share any of the information you provide with others unless we say so in this Privacy Policy, or when we believe in good faith that the law requires it. Moreover, please do not submit any confidential, proprietary, or personally identifiable information (e.g. Social Security Number; date of birth; driver's license number; or credit card, bank account or other financial information) (collectively "Sensitive Information") If you submit any Sensitive Information, you do so at your own risk, and we will not be liable to you or responsible for the consequences of your submission.

## Log Data

Like many site operators, we collect information that your browser sends whenever you visit our Sites ("Log Data").

This Log Data may include information such as but not limited to your computer's Internet Protocol ("IP") address, browser type, browser version, the pages of our Sites that you visit, the time and date of your visit, the time spent on those pages and other statistics. The Log Data we collect helps us administer the site, protect the website and its contents from inappropriate use, and improve the user's experience.

In addition, we may use third party services such as HubSpot or other analytics services that collect, monitor and analyze the collected information. For more information regarding HubSpot's privacy policy, [click here](#).

## Communications

We may use your Personal Information to contact you with authentication codes or notifications. We will never use your Personal Information to subscribe you to newsletters or promotional lists without first obtaining your stated and explicit consent to do so. We do not sell, rent, or lease information about you. We will not disclose Personnel Information or message data to third parties without your consent, except to the extent explained in this Privacy Policy.

## Social Media Features

Our Websites include Social Media Features, such as the Facebook Like button and Widgets, such as the Share Button or interactive mini-programs that run on our sites. These features may collect your IP address, which page you are visiting on our sites, 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 Websites. This Privacy Policy does not apply to these features. Your interactions with these features are governed by the privacy policy and other policies of the companies providing them.

## External Websites

Our Websites provide links to other websites of third parties. We do not control, and are not responsible for, the content or practices of these other websites. Our provision of such links does not constitute our endorsement of these other websites, their content, their owners, or their practices. This Privacy Policy does not apply to these other websites, which are subject to any privacy and other policies they may have.

## Cookies

Cookies are files with small amount of data, which may include an anonymous unique identifier. Cookies are sent to your browser from a web site and stored on your computer's hard drive.

Like many sites, we use "cookies" to collect information. You can instruct your browser to refuse all cookies or to indicate when a cookie is being sent. However, if you do not accept cookies, you may not be able to use some portions of our Sites. **THE SITE'S COOKIES DO NOT AND CANNOT INFILTRATE A USER'S HARD DRIVE TO COLLECT ANY INFORMATION STORED ON THE HARD DRIVE.**

## Security

The security of your Personal Information is important to us and we take appropriate steps to help protect it. But, remember, that no method of transmission over the Internet, or method of electronic storage, is 100% secure. While we strive to use commercially acceptable means to protect your

Personal Information, we cannot guarantee its absolute security. Accordingly, you should carefully protect the Personal Information that you submit to this site-including passwords, usernames, location images, and videos-so that third parties cannot manipulate your account or assume your identity.

## Compliance with Laws

We cooperate with government and law enforcement officials to enforce and comply with the law. We may therefore disclose Personal Information, usage data, message data, and any other information about you, if we deem it is reasonably necessary to: (a) satisfy any applicable law, regulation, legal process (such as a subpoena or court order), or enforceable governmental request; (b) enforce the terms of use, including investigation of potential violations thereof; (c) detect, prevent, or otherwise address fraud, security or technical issues; or (d) protect against harm to the rights, property or safety of Bowman and Company, LLP, its users or the public, as required or permitted by law. Since we store all data domestically, your information will be subject to the laws of the United States, regardless from which country your data originates.

## Access to and Control of Personal Information

You may opt out of any future contacts with us at any time. Contact us via the phone number, consent form or mailing address on our website at any time to:

1. See what data we have about you, if any;
2. Contact HubSpot on your behalf and request to see what data they have about you, if any
3. Change/correct any data we have about you;
4. Ask us to delete any data we have about you; and/or
5. Opt out of future communications from us.

## Changes to This Privacy Policy

This Privacy Policy is effective as of 02/24/2020 and will remain in effect except with respect to any changes in its provisions in the future, which will be in effect immediately after being posted on this page.

We reserve the right to update or change our Privacy Policy at any time and you should check this Privacy Policy periodically. Your continued use of the Service after we post any modifications to the Privacy Policy on this page will constitute your acknowledgment of the modifications and your consent to abide and be bound by the modified Privacy Policy.

If we make any material changes to this Privacy Policy, we will notify you either through the email address you have provided us, or by placing a prominent notice on our website or sign-in pages.

## Contact Us

If you have any questions about this Privacy Policy, please [contact us](#).