# Synergetic Data Systems Inc.

## **Privacy Policy**

Synergetic Data Systems Inc. ("us", "we", or "our") operates the synergetic-data.com, unform.com, and cirrusprint.com websites ("sites" or "site"). This page informs you of our policies regarding the collection, use and disclosure of Personal Information we receive from users of the Sites.

This document was last updated May 6, 2021.

#### **Data Collection**

Our sites contain forms in which you may submit personal information to us, such as your name and email address, and other contact information. We collect this information in databases accessible only to us. In some cases the data is stored on third party systems, such as a cloud CRM or support product. In all cases, this data is encrypted at rest and in transit over public networks. We may use this information to contact you for support and marketing purposes, or when aggregated with other user's information, to improve our sites. You may request that we not contact you at any time. We will not share any of this information with any third parties, except as required by law, or as required to utilize a third party service, such as a CRM or support product, for our internal use.

Our employees and contractors who may have access to this data are required to sign non-disclosure agreements where they agree to not disclose the information to any third parties.

You may request that we delete your personal information, and we will delete all information in our control that we do not require to maintain our own systems, such as accounting records and software licensing information. You may also request that we provide you with what information we have stored.

#### Logs

Our web servers maintain logs in accordance with standard industry practice. The information logged about your site use includes which pages you visit, the date and time you visit them, and your internet address, though not your name or other personal information. Information you post to us in forms is not logged in the web server logs. We may analyze the log data in order to improve our sites, but do not look for personal information. We do not share log files with any third parties, except as required by law.

In addition, we may use third party services such as Google Analytics that collect, monitor and analyze your site visit information. How these third parties use your data is outside of our control and subject to their respective privacy policies.

### Cookies

We use web browser cookies to enhance the experience of users on our sites, by using a session identifier so that the web server can recognize when you return to the site. In addition, sites may use browser storage to retain some information supplied in entry forms for future use. Browser-stored data remains stored on your system, not ours.

### Third Party Machine Learning/AI Services

We may utilize certain third-party AI services to provide added services to our customers. These services carry their own privacy and use policies and we will provide links to those upon request. The AI service may use and

store AI Content that is processed by the service to maintain and provide the AI Service (including development and improvement of such AI Service) and to develop and improve affiliated machine-learning and artificial-intelligence technologies; and solely in connection with the development and improvement described in the previous sentence, may store such AI Content in different region than where the information is submitted.

We may store files related to the service for a period of time, in order to provide technical or billing support. The documents will only be accessed as needed to provide this support, and only by SDSI employees, and not shared with any third party except as required by law.

#### Other Policies

While not related to our sites, in order to support your use of our products, we sometimes will request from you a variety of information, which may include personal or proprietary information about you or your company. Such information may include reports or print data, logo images, job definitions, log files, or other information we might need to reproduce an error or otherwise be able to provide you with support. This information will be stored on systems only accessible to us and used only for support purposes. Printed information is destroyed when no longer being used by us and digital data is erased periodically or at your request. While we use encrypted communication methods, such as SSL when accessing our email servers, we can't guarantee that data in transit is accessible only to us.