

## Privacy Policy

**Last Updated: January 1, 2023**

Not Community Labs, Inc. (hereinafter “**Community Labs**”, “**Company**”, “**we**”, “**us**” and “**our**”) values your privacy. This Privacy Policy (“**Privacy Policy**”) applies to our website located at **www.communitylabs.com** (the “**Site**”) and to the services and products we provide (collectively, the “**Services**”). The purpose of this Privacy Policy is to provide you with information concerning how we collect, use, maintain, and share your personal information in accordance with applicable data protection laws and best practices.

We are headquartered in the United States and our Site is intended for use by citizens of the United States only. By continuing to use this Site, you consent to the collection and processing of your personal information in the United States and you acknowledge that the data protection laws of the United States may be different than those where you reside.

All personal information is processed by or on behalf of the controller located at:

Not Community Labs Inc., 344 Grove St. #4038, Jersey City, NJ. 07302

### Information We Collect and Process

We may collect one or more of the following categories of personal information about our clients, potential clients, and other visitors to our Site, when these individuals (i) visit our Site; (ii) request additional information about our Services; (iii) register for our Services or become our client; or (iv) otherwise interact with us.

Category of Personal Information Collected	Examples	Sources of Personal Information	Business Purposes for Collection of Personal Information
<b>Identifiers</b>	Name (First and Last); Email Address, Postal Address, Telephone Number, Social Media Account / Handle Information, Education, Employment, Employment History, Credit Card Number, Debit Card Number, or Medical/Health Information.	Directly from our clients and potential clients, from Social Media websites/ accounts, Cookies.	To provide our Services, Identification, Communications, Security, Legal and/or Compliance Issues, Payment.

<b>Protected Characteristics under Law</b>	Race, Color, Ancestry, National Origin, Citizenship, Religion or Creed, Sex (including Gender, Gender Identity, Gender Expression), Sexual Orientation, Marital Status, Age, Medical Conditions, Physical or Mental Disabilities, Veteran or Military Status.	Directly from our clients and potential clients, and from Social Media websites/accounts.	To provide our Services, I d e n t i f i c a t i o n , C o m m u n i c a t i o n s , Security, Legal and/or Compliance Issues.
<b>Inferences Drawn from Other Personal Information</b>	Preferences, Characteristics, Psychological Trends, Predispositions, Behaviors, Attitudes.	Directly from our clients and our conversations, and from Social Media websites/accounts.	To provide our Services.

We use this personal information as necessary for us:

- To provide our Services to our clients, potential clients, and the visitors to our Site;
- To fulfill our legitimate interests, including to manage our business operations; to take steps to prevent, detect or investigate crime, fraud, misconduct or any unlawful action or omission; to comply with policies and procedures under applicable regulations, guidelines or notices as well as our own policies and procedures;
- To inform you of our Services and relevant news; and
- For other purposes with notice to you and with your consent where necessary.

**Cookies:** We use cookies on our Site. Cookies are files or pieces of information that can be stored on your computer (or on other devices with internet access, such as a smartphone or tablet) when you visit a website. When you visit our Site, the cookies will collect limited personal information about you. This personal information may include the type of browser software you use, the operating system you are running, the IP address assigned to your computer or Internet connection, and the IP address of the website, if any, that referred you to our Site. We use this personal information to understand how visitors navigate through our Sites, to enhance your experience while using our Site, and to make the materials we post as valuable to visitors as possible.

**Legitimate Interests / Consent:** To the extent we rely on our legitimate interests as a legal basis for processing of personal information, we have considered the balance between our own interests (among other things, the lawful and efficient operation and provision of our Services) and the interests of our clients, potential clients, and visitors to our Site and believe that (a) the kind of processing referenced above would be reasonably expected by you and (b) such processing will not cause any harm to you and/or will not seriously impact your rights and

freedoms with respect to the privacy of your personal information. Where we rely on your consent as a legal basis for processing personal information, you have the right to withdraw such consent at any time.

### **Disclosures of Personal Information**

In order for us to provide our Services, we may share certain personal information with the following categories of recipients:

- Service Providers, including those who work to enhance our Site or Services and to protect the security of our systems, to provide calendaring services, and to provide communications to you.
- Legal/Regulatory Authorities, including to respond to a subpoena or court order, judicial process, or regulatory inquiry; to defend against fraud, lawsuits, claims or other liabilities; and to prevent physical harm or financial loss in connection with any suspected or actual illegal activity.

At times, we may also share certain deidentified information we obtain in the course of our Services in our marketing or other materials. We will never share the identity or any other details about a particular individual without consent.

### **Cross-Border Transfers**

We may transfer your personal information to a third party that is located in a jurisdiction other than the one from which we collected your personal information, including to countries that have not been deemed to have an adequate level of protection for the rights and freedoms of data subjects. If we do transfer your personal information to another jurisdiction, we will do so following due diligence and provided that the data recipient is subject to contractual agreements imposing obligations on it to ensure appropriate technical and organization measures are implemented and maintained at all times to prevent the unauthorized and unlawful processing of personal information, and the accidental loss or destruction of, or damage to, personal information, consistent with our obligations under applicable data protection laws.

### **Retention of Personal Information**

We will only retain your personal information for as long as necessary to fulfill the purposes for which it was collected, including for the purposes of satisfying any legal, regulatory, accounting, or reporting requirements. If we ever collect any biometric information about you, we will not store that information for longer than 3 years.

### **Security of Personal Information**

The security of all personal information provided to us is important and we take reasonable steps designed to protect your personal information. We maintain reasonable administrative, technical, and physical safeguards designed to protect personal information that we receive against accidental, unlawful, or unauthorized destruction, loss, alteration, access, disclosure or use.

### **Your Choices & Rights**

Depending upon where you are located, certain choices and rights may be available to you under applicable data protection laws, including the right to request access to your personal information or to have your personal information deleted. If you have questions about what rights may apply to you, please contact us at [team@communitylabs.com](mailto:team@communitylabs.com).

***Do Not Track:*** Our Site is not designed to respond to "do not track" requests from browsers.

***“Shine the Light” and “Eraser” Laws:*** Residents of the State of California may request a list of all third parties to which we have disclosed certain information during the preceding year for those third parties’ direct marketing purposes.

***For Individuals located in the European Union, United Kingdom or Switzerland:*** You have a number of rights under applicable data protection laws in relation to the collection and use of your personal information. Under certain circumstances, you have the right to:

- Access your personal information;
- Request we delete your personal information;
- Request we correct your personal information;
- Restrict the processing of your personal information;
- Object to further processing of your personal information, including to object to marketing from us;
- Make a data portability request;
- Withdraw any consent you have provided to us for the processing of your personal information;
- Restrict any automatic processing of your personal information;
- Submit a complaint to the appropriate Supervisory Authority.

### **Third-Party Links**

We may provide links to other sites or resources provided by third parties on our Site or as part of our Services. These links are provided for your convenience only. We have no control over the contents of those sites or resources, and accept no responsibility for them or for any loss or damage that may arise from your use of them. If you decide to access any of the third-party links on the Site, you do so entirely at your own risk and subject to the terms and conditions of those sites.

### **Children**

We do not knowingly collect personal information from children under the age of 13 through our Site. If you are under 13, please do not give us any personal information. We encourage parents and legal guardians to monitor their children’s internet usage and to help enforce our Privacy Policy by instructing their children never to provide us personal information. If you have reason to believe that a child under the age of 13 has provided personal information to us, please contact us, and we will endeavor to delete that personal information from our databases.

### **Changes to this Privacy Policy**

This Privacy Policy is effective as of the date stated at the top of this Privacy Policy. We may change this Privacy Policy from time to time. By accessing and using the Sites after we notify you of such changes to this Privacy Policy, you are deemed to have accepted such changes. Please refer back to this Privacy Policy on a regular basis.

### **Contact Us**

If you have any questions regarding this Privacy Policy or our privacy practices or if you would like to exercise any of your privacy rights, please contact us at [team@communitylabs.com](mailto:team@communitylabs.com).

You may also write to us at the following address:

344 Grove St. #4038, Jersey City, NJ. 07302

If you are located in the European Union, United Kingdom, or Switzerland and believe we have not adequately resolved any issues, you may contact the Supervisory Authority concerned.