

# Virtual Conference Partners, LLC

## Privacy Policy

**Virtual Conference Partners, LLC ("VCP") respects your privacy.** The following Privacy Policy has been prepared to describe the information we collect about you, how it is used, and with whom we may or may not share it. This Privacy Policy covers the VCP website, along with any and all related websites (including blogs), and website registration, survey and polling pages that we may create on behalf of our clients. This Privacy Policy does not apply to any sites not controlled by VCP that may link to or from the VCP website, and we are not responsible for the privacy policies of other such sites.

### Your Information and Our Use.

In order to provide you with our technology, we may collect the following types of information:

- **Personal Information:** When you register for an account, your name, title, company, email address, mailing address and other personally identifying information (collectively, "Personally Identifiable Information"), in addition to other demographic data, will be retained in order to allow you to use your account. **It is our policy to use Personally Identifiable Information to provide our technology and services, and not provide such to anyone outside of VCP without your consent.**
- **Submitted Material:** When you set up and utilize our functionality, including the show platform, you will provide certain materials and content. As you participate in the show platform, you will also provide certain information regarding such participation to us.
- **Website Visit Information:** When you visit our site, we may create a log of your visit with information such as your Internet Protocol (IP) address, browser type and language, and date, time and duration of your visit.
- **Cookies:** When you visit our site, we may send cookies (little files for your browser that identify your browser and your visit). Our policy is to only use cookies to improve our technology and services.
- **Communications:** If you send us emails, faxes, letters or other communications, we may keep these in order to address your issue and to improve our services and products.

### Survey and Polling pages

VCP regularly designs and hosts online registration, survey and polling pages on behalf of our clients. Each page is uniquely created to the meet client and sponsor specifications. We collect for each page specific demographic data about registrants as requested by the client or event sponsors. VCP routinely provides this demographic data at the request of the client or event sponsors. Any demographic information collected by VCP on behalf of a client or event sponsors is the property of that entity, and VCP employees and agents will not share this information except as required to adequately provide services to that client or event sponsor. VCP will not sell or provide any information to a third party, including other clients that may employ the services of VCP.

### Blog

VCP may host Blogs or search field topics that gather visitor demographic data including names and

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email addresses. VCP may use this information to provide updates about our website and our services. VCP will not resell or provide this information to any third party vendors.

### **Exceptions to this Privacy Policy**

In certain circumstances and at the sole discretion of VCP, we may release information to law enforcement authorities or other government officials in connection with an investigation of any matter that is illegal, to prevent or combat fraud, or any circumstance that could expose VCP to liability.

### **Questions or Complaints**

If you have any questions or complaints concerning this Privacy Policy, please feel free to [contact us](#) through the website or write to us at:

514 Precita Ave, Suite 300, San Francisco, CA 94110

If we receive any formal, written complaints regarding this Privacy Policy, we will seek to contact you to address your concerns.

### **Acceptance of this Privacy Policy**

By using this website, or by submitting demographic information on any online pages that VCP may host on behalf of our clients, you submit your agreement to this Privacy Policy. VCP reserves the right to change or modify this Privacy Policy at any time, and your continued use of sites owned and maintained by VCP signifies your acceptance of those changes.