

iSPACE
Privacy/Use of Personal Information

Privacy/Use of Personal Information

Effective Date: 3/20/2020

Thank you for visiting the iSPACEstem.org ("iSPACE") website (the "Site"), contacting iSPACE, and/or using any iSPACE mobile applications or services (the "Services"). This Privacy Notice is intended to describe how iSPACE handles information that you provide, or that we learn about the individuals who: visit our website, contact us by mail, email or telephone or in person, or who provide us with information through any other means. We recommend that you carefully review this notice before providing us with any information. By accessing and using this Site, you agree to this Privacy Notice and our Terms of Use.

BY VISITING OR USING THE SERVICES, YOU EXPRESSLY CONSENT TO THE PROCESSING OF YOUR PERSONAL INFORMATION ACCORDING TO THIS PRIVACY POLICY. IF YOU DO NOT AGREE WITH OUR POLICIES AND PRACTICES, YOUR CHOICE IS TO NOT USE THE SERVICES. YOUR PERSONAL INFORMATION MAY BE PROCESSED IN THE COUNTRY WHERE IT WAS COLLECTED AS WELL AS OTHER COUNTRIES (INCLUDING THE UNITED STATES) WHERE LAWS REGARDING PROCESSING OF PERSONAL INFORMATION MAY BE LESS STRINGENT THAN THE LAWS IN YOUR COUNTRY. BY UPLOADING PERSONAL INFORMATION TO THE SERVICES YOU WARRANT THAT YOU HAVE THE RIGHT TO TRANSFER SUCH INFORMATION OUTSIDE YOUR COUNTRY AND INTO THE UNITED STATES.

Privacy of Children on Our Web Site

The website is not directed to, and we do not knowingly collect personal information from children under 13. If we become aware that a child under the age of 13 has provided us with personal information without parental consent, that information will be deleted. However, we cannot monitor who accesses our website. Parents that have questions about personal information that may have been submitted by a child under the age of 13 or who would like us to delete information we have stored about your child under 13 should contact us directly to discuss the matter further (see contact details below). If you provide information about a child under 13 years of age you expressly represent that you are the parent or guardian of the minor child and that you have the full right and authority to provide us with the information in accordance with this policy.

Information iSPACEstem.org collects

Personal Information

When you join our mailing list, register for iSPACE activities, provide feedback, request information or otherwise contact us, you may voluntarily provide iSPACE with personal

Adopted: 10/30/2008
Revised: 3/20/2020

iSPACE
Privacy/Use of Personal Information

information, such as name, email address, telephone number, mailing address or other information you provide.

Purchase Information

iSPACE uses three payment portals: Active, PayPal, and Quickbooks, to process your payments if you use the Services to purchase an iSPACE program or make a donation. Each are a secure payment provider. Active processes your payments if you make a purchase and pay for a program iSPACE offers. Donations made via the Site are processed through PayPal. Some schools pay for programs through Quickbooks. Your payment information is subject to the privacy policy and terms of use of the third-party client you use. We recommend you review these policies before uploading any credit card information. Active provides iSPACE with only the last four digits of your credit card number; neither PayPal nor Quickbooks shares your credit card information with iSPACE. iSPACE does not have access to your other credit card information, and does not store this information on our servers.

In rare occasions, our third-party payment portals will be unable to process credit card information. In those rare situations, users may call iSPACE directly and provide their credit card information via telephone. If we collect any information from you, including financial information, over the telephone or in person, we use and retain this information only to the extent reasonably necessary to fulfill the purpose for which it was collected. We will delete and destroy your credit card information as soon as we make the authorized charge or charges.

Non-Personal Information

Like most website operators, iSPACE collects non-personally-identifying information of the sort that web browsers and servers typically make available, such as the browser type, language preference, referring site, and the date and time of each visitor request when visitors use the Services. iSPACE's purpose in collecting non-personally identifying information is to better understand how iSPACE's visitors use the Services. From time to time, iSPACE may release non-personally-identifying information in the aggregate, e.g., by publishing a report on trends in the usage of its Services. iSPACE also collects potentially personally-identifying information like Internet Protocol (IP) addresses and may collect statistics about the behavior of visitors to the Services. For instance, iSPACE may monitor the Services to help identify spam. We also may use these technologies to collect information about your online activities over time and across third-party websites or other online services (behavioral tracking).

In addition to log data, we may also collect information about the device you're using to access the Services, including the type of device, the operating system, device settings, device identifiers and crash data. Whether we collect some or all of this information often depends on what type of device you're using and its settings. To learn more about

Adopted: 10/30/2008

Revised: 3/20/2020

iSPACE
Privacy/Use of Personal Information

the information your device makes available to us, please review the policies of your device manufacturer or software provider.

We do not collect personal information automatically, but we may tie this information to personal information about you that we collect from other sources or you provide to us.

Cookies

iSPACEstem.org uses a browser feature known as a cookie to enhance our guests' online experience. Cookies are text files containing small amounts of information which are downloaded to your hard disk or to your browser's memory when you visit one of our Sites. Cookies are useful because they help arrange the content and layout of our Sites and allow us to recognize those computers or other devices that have been to our Sites before. Some of the cookies we collect are necessary to iSPACEstem.org's operation; others help you navigate the site more effectively but are not necessary.

We use cookies to track your clicks as you navigate through the pages of our web site. We do not collect or maintain personal information about you through the use of cookies. Your browser may allow you to control and/or refuse cookies. For more information about working with cookies, you should consult your user manual, FAQ, or the "help" function of your specific browser and operating system software.

Our use of web analytics

We use different analytic tools which serve the purpose of measuring, analyzing and optimizing our marketing measures and provide you with customized advertisements that could be of particular interest to you. In particular, we use the following tools:

- **Google Analytics** uses cookies which enable an analysis of your use of the Sites. The information collected (IP address, browsing activities and other data linked to your usage of the Sites) is usually transferred to a Google server in the USA and stored there. You can prevent Google Analytics from recognizing you on return visits to the Sites by disabling cookies on your browser. To see how you can opt-out of certain Google features, visit: [Google Analytics Opt Out Link](#).
- **Google Tag Manager** helps to manage website tags through a single interface. The tool itself (implementing the tags) triggers other tags that may themselves collect (personal) data. However, Google Tag Manager does not access this data.
- The **LinkedIn Insight Tag** is a lightweight JavaScript tag that powers conversion tracking, website audiences, and website demographics for LinkedIn ad campaigns. The Insight Tag is incorporated as a standard component of our Site to enable these LinkedIn features. To see how you can opt-out of certain LinkedIn features, visit [LinkedIn Opt Out Link](#).

Adopted: 10/30/2008

Revised: 3/20/2020

iSPACE
Privacy/Use of Personal Information

Information Use

We use the information we collect to provide you full access and functionality of the Services. Accordingly, your information may be used for the following purposes: (i) to provide and improve our services, features and content; (ii) to administer your use of our services and accounts; (iii) to enable users to enjoy and easily navigate the Services; (iv) to better understand your needs and interests; (v) to fulfill requests or to respond to questions or comments you may make; (vi) to personalize your experience; (vii) to provide you with announcements, notifications and advertisements related to your interests and use of the Services and other communications such as electronic newsletters, promotional e-mails or similar messaging; (viii) to provide service announcements; (ix) to protect against users seeking to hack into the Services; (x) to assess the level of general interest in the Services (xi) to communicate with you in response to your questions or comments, to allow you to register and purchase iSPACE educational activities for your child or group, and (xii) for any other purpose with your consent.

Disclosure of Information to Third Parties

Personal Information and Purchase Information

iSPACE may share Personal Information, including Purchase Information, with certain third parties such as our agents, service providers and other representatives acting on our behalf. For example, we may share Personal Information or Purchase Information with third parties to perform services on our behalf such as:

- order fulfillment;
- conducting research and analysis;
- processing credit card payments;
- sending marketing communications; or
- conducting other business activities as needed.

The third parties with whom we conduct business are authorized to use your information only to perform the service for which they are hired. They are required to abide by the terms of our Privacy Notice including taking reasonable measures to ensure your personal information is secure. On occasion, we contract with trusted third-party providers who would receive your Personal Information and conduct anonymized aggregate analyses of the data. Through our contractual arrangements, we require our contracting partners to maintain adequate security of Personal Information provided to them. We do not permit such third parties to sell your Personal Information to other third parties.

Other Ways We May Share your Personal Information

Adopted: 10/30/2008

Revised: 3/20/2020

iSPACE
Privacy/Use of Personal Information

We may disclose non-personally identifiable aggregated information about our users without restriction.

Other than to its employees, contractors and affiliated organizations or as described above, we disclose personally-identifying only when required to do so by law, or when we believe in good faith that disclosure is reasonably necessary to protect the property or rights of iSPACE, third parties or the public at large. If you send us a request (for example via chat, a support email or via one of our feedback mechanisms), we reserve the right to publish it in order to help us clarify or respond to your request or to help us support other users.

If iSPACE or substantially all of its assets were acquired, or in the unlikely event that iSPACE goes out of business or enters bankruptcy, user information would be one of the assets that is transferred or acquired by a third party. You acknowledge that such transfers may occur, and that any acquirer of iSPACE may continue to use your personal and non-personal information only as set forth in this policy. We may also disclose your personally-identifying information if you expressly consent to the disclosure.

Links to Other Web Sites

For your convenience and enjoyment, our web site may contain links to other sites. Links that appear on iSPACEstem.org do not imply that iSPACE endorses or has any affiliation with the linked sites. iSPACE is not responsible for the privacy practices or the content of such sites. We encourage you to review the separate privacy policies of each site that you visit.

Security of the Information We Collect

Security

We are committed to protecting your Personal Information. We maintain physical, electronic, and procedural safeguards to secure your personal information. The personal information we collect is stored within databases that we control. As we deem appropriate, we use security measures consistent with industry standards such as firewalls to protect your information.

Your preferences and control over information

You are permitted, and hereby agree, to only provide personal information to iSPACE if such personal information is accurate, reliable, and relevant to our relationship and only to the extent such disclosure will not violate any applicable data protection law, statute, or regulation.

Adopted: 10/30/2008

Revised: 3/20/2020

iSPACE
Privacy/Use of Personal Information

You may have certain rights under applicable data protection law with respect to personal information about you that is collected through the Website or when you contact or otherwise engage with us. To exercise any of these data privacy rights, please contact us, or have your authorized agent contact us, in accordance with the “Contact Us” section listed below. In the event you submit, or your authorized agent submits on your behalf, a data request, you (and your authorized agent) hereby acknowledge and agree, under penalty of perjury, that you are (or the authorized agent of) the consumer whose personal information is the subject of the request. We will respond to any data requests within the timeframes required by law, and we may charge a fee to facilitate your request where permitted by law.

We Do Not Sell Your Personal Information

iSPACE does not, to the best of our knowledge, sell or rent personal information that we have collected or retain about you to any other third-party for any purpose. Accordingly, we do not offer individuals the ability to “opt-out” of the selling or renting of personal information because we do not engage in those practices.

Data Retention

The period during which we store your personal information varies depending on the purpose for the processing. For example, we store personal information needed to provide you with products and services, or to facilitate transactions you have requested, for so long as you are a customer of iSPACE. We store your personal information for marketing purposes until you have opted-out of receiving further direct marketing communications in accordance with applicable law. In all other cases, we store your personal information for as long as is needed to fulfill the purposes outlined in this Privacy Statement, following which time it is either anonymized (where permitted by applicable law), deleted or destroyed.

Accuracy of the Information We Collect

If you would like to update or review your personal information or would like us to remove your personal information from our database, you may contact us using the contact information provided under “Contact iSPACE” below. As a security precaution, we may request that you provide identifying information such as name, address and/or telephone number. In addition, we may limit or deny access to personal information where providing such access would be unreasonably burdensome or expensive under the circumstances, or as otherwise permitted. If you ask us to update your personal information because the information originally provided is no longer accurate, we will delete the inaccurate information.

California Residents

Adopted: 10/30/2008
Revised: 3/20/2020

iSPACE
Privacy/Use of Personal Information

California Civil Code Section § 1798.83 permits users of the Sites that are California residents to request certain information regarding our disclosure of personal information to third parties for their direct marketing purposes. Pursuant to the California Consumer Privacy Act of 2018, as amended (“CCPA”), California residents may have certain data privacy rights, such as the right to be notified about what personal information categories are collected about you, and our intended use and purpose for collecting your personal information. You have the right to request access to your personal information and, to the extent feasible, request that it be transmitted in certain forms and formats. You may have the right to request that we (and any applicable service provider) delete your personal information. You have the right not to be subject to discrimination for asserting your rights under the CCPA. If you make, or an authorized agent on your behalf makes, any request related to your personal information, iSPACE will ascertain your identity to the degree of certainty required under the CCPA before addressing your request. iSPACE may require you to match at least three pieces of personal information we have previously collected from you before granting you access or otherwise responding to your request.

Some web browsers may transmit “do-not-track” signals to the Sites with which the user communicates. Because of differences in how web browsers incorporate and activate this feature, it is not always clear whether users intend for these signals to be transmitted, or whether they even are aware of them. We currently do not take action in response to these signals.

Nevada Residents

Pursuant to Nevada law, a Nevada “consumer” (as the term is defined therein), may, at any time, submit a verified request through a designated request address to an “operator” directing the operator not to make any sale of his or her personal information that the operator has collected or will collect about the consumer. For clarity purposes, iSPACE does not sell or exchange your personal information for monetary consideration to a third party for the third party to license or sell the information to additional persons or parties.

Changes to this Privacy Policy

We may occasionally update this Privacy Statement. When we do, we will revise the “last updated” date at the top of the Privacy Statement and take such additional steps as may be required by law.

Contact iSPACE

Questions regarding this Privacy Policy please contact us via telephone at 513-612-5786. You may also write to us at the following mailing address:

Adopted: 10/30/2008
Revised: 3/20/2020

iSPACE
Privacy/Use of Personal Information

iSPACE, Inc.
100 Scarlet Oaks Dr.
Cincinnati, OH 45241

Adopted: 10/30/2008
Revised: 3/20/2020