

VOCKER KRISTOFFERSON AND CO.

CERTIFIED PUBLIC ACCOUNTANTS

Privacy Policy

This Privacy Policy (“Policy”) explains how Vocker Kristofferson and Co. (“VKCO”, “we”, “our”, and “us”) collects, uses, and discloses information about you when you use our website www.vkco.biz (“Site”), or when you otherwise interact with us as stated below. By using our Site, you are consenting to our handling of your information as set forth in this Policy.

Types of Information Collect

Information you provide to us

We collect information that you provide directly to us, such as when you include it in an email you send to us.

- If you apply for a job or internship on our Site, we may collect information such as your name, postal address, email address, phone number, employment application information including education and professional work history, and another information you choose to provide to us.
- When you contact us to subscribe to our newsletters, register for events or request information about our services, we may collect your name, title, company information, email address, telephone and fax number, account name, social security number, driver's license number, passport number, payment card information, financial information, records or personal property, services purchased, voice mail, and inferences drawn from any of these categories to create a profile on customers for the purposes of providing your accounting, tax, consulting and other professional services, as well as marketing communication.

Information collected from you

- We may automatically or passively collect information about your use of our Site. By using our Site, we may collect information known as “Internet Data”. For example, we use logging information and analytics tools to capture information about our site usage, pages viewed, applications used, files downloaded, browser type, the user’s Internet service provider (ISP), and the user’s type of device and/or device operating system. We use Internet Data to maintain and improve the Site. We may also collect information about you and your use of the Site through the use of cookies and similar technologies. Cookies are small text files that are stored within your computer’s memory. These files are used to facilitate your navigation throughout the Site. Cookies may be required to

gain access to the secured areas of the Site. Access to these secured areas may not be available if the cookie is rejected. We use this information to track trends and behavior, such as the date and time of visits, pages viewed, time spent at the site, and the site visited just before and after visiting our Site.

Information we receive from third parties

- We may supplement the information we collect about you with outside records from third parties such as credit bureaus, public databases, social media platforms, governmental entities, and with other affiliated entities. We may combine such third party data with other information we receive from or about you.

When and to whom We Share Your information

We do not sell your information to third parties. We will share your information with third parties only as follows:

- To comply with a validly issued and enforceable subpoena or summons.
- To investigate network abuse.
- As part of any actual or threatened legal proceedings or alternative dispute resolution proceedings either initiated by or against us.
- To provide information to our affiliates and nonaffiliated third parties who perform services or functions for us in conjunction with any requests or inquiries made by you.
- For purposes of a business deal (or negotiation of a business deal) involving sale or transfer of all or part of our business or assets.
- In an emergency, including to protect the safety of our employees or any person.
- In connection with investigating and preventing fraud.

Information Use

We may use the personal information we collect in the following ways:

- To provide accounting, tax, consulting and other professional services.
- To send you marketing communications about our services.
- To recruit and evaluate qualifications for employment or internship.
- To onboard employees.
- To make contacts with you by telephone, email, or ground mail.
- To establish and maintain a well-managed customer or prospective customer relationship.
- To evaluate, develop, and improve our services.
- To provide a more customized web experience and to understand site usage and improve the content and offerings of the site.

Consumers residing in California

If you are a resident of California, you have the right to request for a copy of the specific personal information collected about you during the 12 months before your request and the right to have such information deleted. The term “personal information” has the same meaning given to it by the California Consumer Privacy Act (CCPA). Disclosure would include our business’ data collection and sales practices, including the categories and specific pieces of personal information we have collected, the source from which the personal information is collected, the business purpose of collection, our use of the personal information and, if the information was disclosed or sold to third parties, the categories of personal information disclosed or sold to third parties and the categories of third parties to whom such information was disclosed or sold. You can make your request through the following channels:

- officevkco@sbcglobal.net
- 1-650-574-5000

Your Choices and Rights

Your Choices

Where you have consented to our processing of your information, you may withdraw that consent at any time and opt-out of further processing by following the instructions in this section.

Promotional Communications - If you would like to discontinue receiving promotional communications from us or unsubscribe from mailing lists or any registrations, you can follow the instructions we have provided within the appropriate website area or in communications to you. We process requests to be placed on do-not-mail, do-not-phone and do-not-contact lists within 60 days after receipt, or such shorter time as may be required by law.

Cookies and Interest-Based Advertising - You may stop or restrict the placement of cookies on your computer or remove them from your browser by adjusting your web browser preferences. Please note that cookie-based opt-outs are not effective on mobile applications. However, on many mobile devices, application users may opt-out of certain mobile ads via their device settings.

Your Rights

- Request to Know: You have the right to request that we inform you of the personal information we have collected, used, and shared about you.
- Request to Delete: You have the right to request that we delete the personal information we have collected or retained about you.
- You have the right not to be unlawfully discriminated against because you have exercised these rights.

To make a Request to Know or Delete, please visit our online file share or call us at 650-574-5000. After you submit a request, we will require you to confirm your request and also verify your identity by providing a few pieces of information about yourself, such as your name, contact information and date of birth. If we are unable to verify your identity, we reserve the right to deny your requests.

You may also designate an authorized agent to make a request on your behalf. You may make such a designation by providing the agent with your written and signed permission to act on your behalf and by directly confirming with us that you have provided the authorized agent permission to submit the request. As permitted by law, we may require you to verify your identity in response to a request even if you choose to use an agent. The authorized agent will also need to verify their own identity directly with us.

If you are disabled, you may contact us to access this notice in an alternative format.

“Do Not Track”

Do Not Track (“DNT”) is a privacy preference that users can set in certain web browsers. DNT is a way for users to inform websites and services that they do not want certain information about their webpage visits collected over time and across websites or online services. We do not recognize or respond to browser-initiated DNT signals. For information about “do-not-track”, please visit <https://allaboutdnt.com/>.

Your California Privacy Rights

California's Shine the Light law gives customers who are California residents the right to ask us, once a year, (1) what personal Information we disclosed to third parties for those third parties' direct marketing purposes in the prior calendar year; and (2) the identities of the companies with which we shared the information. The terms “customers” and “personal information” have the meaning given by the Shine the Light (California Civil Code Sec 1798.83). To obtain such information, please contact us as indicated below in “Contact us”.

Children’s privacy

The Sites are not directed to children in the US under 13. We do not knowingly collect, use or disclose personal information from anyone under 13 years of age. The terms “personal information” and “child” has the same meaning given to them by the Children’s Online Privacy Protection Act (COPPA). If we determine upon collection that a user is under this age, we will not use or maintain his/her personal information without the parent/guardian's consent. If we become aware that we have unknowingly collected personal information from a child under the age of 13, we will make reasonable efforts to delete such information from our records.

For California consumers: Under CCPA, if we know that the California consumer is younger than 16, we will not sell the consumer’s personal information without a consent from the consumer’s parent or guardian for consumer younger than 13, or from the consumer if he or she

is between 13 and 16 years old. This Site is not directed to children in California and we do not sell any personal information, including personal information of children under 16, to third parties.

Cookie Notice

We use cookies and similar technologies on our Site. This Cookie Notice explains how we use cookies in connection with the Site. If you do not accept the use of these cookies, please disable them by following the instructions below. This will, however, limit your ability to fully access the Site.

What Are Cookies? A cookie is a small text file stored on a user's computer for record-keeping purposes. When you visit, access, or use the Sites, we may – by means of cookies, beacons, tags, scripts, and/or similar technologies – automatically collect technical data. Cookies have many functions, like letting you navigate between web pages efficiently, remembering your preferences, and generally improving your user experience. Most websites, including our Site, employ cookies.

How and Why We Use Cookies. The cookies we use are essential to the proper functioning of the Site and cannot be switched off in our system. These capture and store users' preferences, account settings, and certain log-in information (mainly for convenience, user verification, and account security). These cookies typically are set in response to actions made by you, such as a request for access to our Site, setting your privacy preferences, logging in, or filling in forms.

Disabling Cookies. You can set your browser to block or alert you about these cookies, but because the cookies we use are essential, if you do block them, some parts of our Sites will not work.

Links to other websites and third-party contents

Our Site may contain links to other third-party websites that are not owned or operated by us. Our Privacy Policy only applies to our Site and we are not responsible for the privacy practices or the content of other third party websites. Any information you disclose to other websites are not subject to the provisions of this Privacy Policy. You should check the privacy policies of those sites before providing your information to them.

Data retention

We will retain your information for as long as needed to provide our services or as otherwise permitted by law. We will retain and use this information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

Security of your personal information

We take the protection of your personal information very seriously. We use technology tools and design our business practices to help ensure that your information is fairly and lawfully collected, stored, used, and shared. We secure your information by using reasonable efforts to prevent unauthorized access or disclosure, or accidental loss or destruction. We also work to maintain the security of, and internal and external access to, your information through the use of technology and our business practices. For your protection, we use secure servers when transmitting information over the internet. VKCO protects all data transmissions between your computer and our information systems. While we use generally accepted means of securing your personal information, no information system can be guaranteed to be impenetrable.

Changes to the Policy and Contacts

We may revise the Site and/or this Policy at any time without prior notice to you, and any changes will be effective immediately upon the posting of the revised Policy on the Site. We encourage you to periodically review this page for the latest information on our privacy practices.

If you have any questions or concerns regarding our Policy, please contact us at officevkco@sbcglobal.net or 1700 S. El Camino Real, Suite 506, San Mateo, CA 94402 or at (650) 574-5000.