

Privacy Policy of AppDesQ Inc.

Jan 25, 2020

You entrust us with some of your information when you use AppDesQ Inc.'s Services ("*AppDesQ Services*"). Your privacy is important to us. Our Privacy Policy outlined here will provide you with an understanding of how/why we collect the information, and actions taken by us on this information. Please read our Privacy Policy carefully.

There are many features in AppDesQ Inc.'s online software products and services including *FranDesQ*. In this privacy policy document, we will explain how we use information provided by you. We have made every effort to keep our privacy policy simple. Your privacy is of high importance to AppDesQ Inc. If you have any queries in this regard, please do not hesitate to contact us via phone at (408) 439-9016 or via email at support@appdesq.com.

1.0 Information you provide

As a part of *AppDesQ Services* offering, we seek information from users to provide relevant service. We seek the following information at various points in the software:

1.1 Information you give AppDesQ Services:

Your name, email address, mailing address, phone number, to store with your account, your business experience/financial worth, educational qualifications (optional). We do **not** store sensitive information such as Social Security Number or credit card numbers. Please refrain from providing such information in fields where descriptions are sought. If we need any such information in future, we will request your consent for the same.

1.2 Information we get from your use of AppDesQ Services:

AppDesQ Inc.'s use of device information (your device type, OS, browser so that we can present the proper format for the device.), login/access information to *AppDesQ Services* is required for operation of the same. Information related to business will be collected for Change Management features. Such information will not be shared outside AppDesQ Inc. and/or its affiliates.

When you use *AppDesQ Services*, we verify and authenticate your identity via login process before we can act on your request. We may reject requests that are unreasonable and can potentially risk the privacy of others. We will also ensure that data backups are stored in secure environments.

2.0 Information sharing

We do **not** share personal information with companies, organizations and individuals outside of AppDesQ Inc. and its affiliates. Administrators for services may have limited access for support issues such as account password (stored as encrypted) changes. suspend or terminate your account access, receive your account information in order to satisfy applicable law, regulation, legal process or enforceable governmental request, If AppDesQ Inc is involved in a merger, acquisition or asset sale in future, we will continue to ensure the confidentiality of your personal information. We will provide affected users sufficient notice before personal information is transferred or becomes subject to a different privacy policy.

3.0 How we use information you provide

AppDesQ Inc. primarily uses the information we get from you to give you the best possible user experience and to provide the features for which you have subscribed to *AppDesQ Services*. We keep your profile information such as your profile picture. This information is not distributed to anyone outside our system. If you have a login account on AppDesQ Inc.'s websites, we may display your profile name and/or photo (not mandatory) on relevant user profile screens in *AppDesQ Services*.

When you log in to any *AppDesQ Services* through an authentication process, we may keep a record of the duration of your communication session. We will use your email address to inform you about status of various activities tracked by *AppDesQ Services*. We use information collected from cookies mainly to improve your user experience and to improve the usability of *AppDesQ Services*. If *AppDesQ Services* need information that is not covered in this Privacy Policy, we will seek your permission to procure such information.

4.0 Your Information & Integrations with other products/services

AppDesQ Services run on servers in a third-party cloud environment, Amazon Web Services (AWS), provided by Amazon. The administrative logins provided in this AWS environment are accessible only to AppDesQ Inc. We restrict access to personal information to AppDesQ Inc.'s employees, contractors and agents who need to know that information in order to process it for us, and who are subject to strict contractual confidentiality obligations and may be disciplined or terminated if they fail to meet these obligations. AWS servers that we use are currently located in USA but AWS servers may be located other countries around the world.

AppDesQ Services also integrate with other companies such as Facebook, Adobe Sign and Intuit Quickbooks. These companies also have their privacy policies explained to their users. We encourage you to review the privacy policies of these companies at their websites to ensure that they meet your expectations in this matter. Note that explicitly sharing information publicly with these vendors may be found by search engines.

5.0 Information security

We understand your privacy and protect our users from unauthorized access to or unauthorized changes, disclosure or deletion of information we have. *AppDesQ Services* encrypt web access via account logins using the SSL (Secure Socket Layer) protocol. *AppDesQ Services* use latest available technology to authenticate users during the login process.

6.0 When this Privacy Policy applies

AppDesQ Inc.'s Privacy Policy applies to all products/services offered by the company.

7.0 Compliance

AppDesQ Inc reviews compliance with Privacy Policy periodically. If we receive a formal written complaint, we will contact the person who made the complaint to follow up. We will work with the appropriate regulatory authorities, including local data protection authorities, to resolve any complaints regarding the transfer of personal data that AppDesQ Inc cannot resolve with users directly.

8.0 Change Management of Privacy Policy

We review our *Privacy Policy* to ensure that it is up-to-date with feature changes in our products and services. Your rights will not diminish under this Privacy Policy. To have your explicit consent, we will present the policy at a visible place in our application flow and/or website. Prior policies will also be available for comparison.

AppDesQ Inc. strives to keep your personal information private and safe.