



# Privacy Policy

As professionals engaged in the provision of legal services to clients worldwide, The Liaison Group, including its affiliated partnerships, (collectively, The Liaison Group) is committed to protecting the privacy of confidential and personal information, including personal data relating to individuals who may be clients, staff, agents, lawyers, law students, job applicants or others inside or outside the Firm. It has always been and remains the policy of the Firm to comply with the rules of professional conduct which impose a duty to preserve and protect confidential client information upon lawyers and their associated personnel.

This Privacy Statement is based on the privacy and data protection principles common to the countries in which we operate. We apply it in light of our overarching obligations to comply with the law, to preserve client confidentiality and to represent our clients as effectively as possible within the bounds of the law. This Statement is intended to summarize the Firm's data protection practices generally, and to advise our clients, interested law students, job applicants, website visitors, and other third parties about the Firm's privacy policies that may be applicable to them.

This Privacy Statement is specifically addressed to parties outside the Firm who provide personal information to the Firm or who visit or use the Firm's websites.

## TERMS OF USE AND PRIVACY POLICY

This Website (the "Site" or "theliasongroup.com") is owned and operated by The Liaison Group ("the Firm"), 700 Pennsylvania Ave SE, Washington, District of Columbia 20003. Your use of theliasiongroup.com or its facilities constitutes your agreement to the terms of these Legal Notices and Terms of Use set forth below.

The information on theliasiongroup.com, including the terms of these Legal Notices and Terms of Use, is subject to change at any time and for any reason without notice. The Firm will make such changes by posting them here. We encourage you to check this page periodically for any changes. Your continued use of the Site following the posting of changes to these terms will mean you accept those changes.

## NO LEGAL SERVICES OR ATTORNEY-CLIENT RELATIONSHIP

Although theliasiongroup.com may provide information concerning potential legal issues, it is not a substitute for legal advice from qualified counsel. You should not and are not authorized to rely on this Web Site as a source of legal advice. Your viewing of, access to or use of this Site does not create any attorney-client relationship between you and the Firm.

Please be further advised that making an inquiry through this Site, registering for a seminar, requesting email alerts or sending email or other correspondence to the Firm or any of its attorneys will not create an attorney-client relationship. If you are not currently a client of the Firm, your email or other correspondence will not be privileged and may be disclosed to other persons. Unless and until the Firm has formally established an attorney-client relationship, as evidenced by a signed engagement agreement, please do not send any confidential information or any

information that you would expect to be maintained in confidence.

If you communicate with us by email in connection with a matter for which we already represent you, you should note that the security of Internet email is uncertain. By sending sensitive or confidential email messages that are not encrypted, you accept the risks of such uncertainty and possible lack of confidentiality.

## **DISCLAIMER**

Materials on this Site have been prepared by the Firm for informational purposes only and do not constitute advertising, a solicitation or legal advice. The information contained in this Site is provided only as general information that may or may not reflect the most current legal developments; accordingly, information on this Site is not promised or guaranteed to be correct or complete. Further, prior results do not guarantee a similar outcome. The Firm expressly disclaims all liability in respect to actions taken based on any or all of the content of this Site.

The Firm does not wish to represent anyone desiring representation based upon viewing this Site in a state or other jurisdiction where this Site does not comply with all laws and ethical rules of that state or jurisdiction.

## **PROPRIETARY RIGHTS**

We understand the importance of online privacy to our Site visitors, so we have established this Privacy Policy to let you know what information we may collect from you on the Site and how we may use and share that information. Please take a moment to review the terms of our Privacy Policy. By using the Site, you agree to and accept the terms of our Privacy Policy. If you do not agree to the terms of this Privacy Policy, please do not use the Site. This Privacy Policy applies only to information that we collect on the Site and does not apply to information which we may collect by other means.

## **PERSONAL INFORMATION**

### **Information We May Collect**

“Personal Information” means any information that may be used to identify an individual, including, but not limited to, a first and last name, a physical address, a phone number or an email address. In general, you can visit the Site without telling us who you are or revealing any Personal Information about yourself. However, in order to access certain information, services or features on the Site, we may ask you to provide Personal Information. For example, we will collect certain Personal Information if you choose to register for one of our seminars, sign up for our email alerts or send questions, requests or comments to us via email.

We may also collect certain limited information about your interests and preferences (“preferences information”), such as which areas of the law you are interested in. If we ever use any preferences information together with any Personal Information, then such preferences information will be treated as Personal Information under this Privacy Policy.

### **How We May Use Your Information**

If you provide us with Personal Information, we will retain and use that information for certain limited purposes. For example, we will use your Personal Information to fulfill or respond to any services or information that you request, such as contacting you to answer your questions, sending you related materials, sending any postal mail that you may request or sending email alerts to you if you sign up to receive them. We may also use Personal Information to ensure compliance with our policies and applicable law.

In addition, we may send you periodic communications by email or regular mail that we believe will be of interest to you, such as our email alerts or news or other information related to the Site or to the Firm. If you wish to opt out of receiving our email alerts or other emails from us at any time, simply follow the instructions for doing so included in the emails. We reserve the right to send you certain communications relating to the Site, such as service announcements or similar administrative or transnational messages, without offering you the opportunity to opt out of

receiving them.

### **With Whom We May Share Your Information**

We may sometimes use other businesses to perform certain services for us, such as maintaining the Site and our mailing lists, sending postal mail (if necessary) and providing marketing assistance and data analysis. We may provide Personal Information to those businesses when that information is necessary for them to complete a requested transaction or otherwise perform their duties. The Firm will take reasonable steps to help ensure that these third-party service providers are obligated to protect Personal Information on the Firm's behalf.

As the Firm develops, we may acquire other law firms or their assets or be acquired by or merge with another law firm. Customer information is generally one of the business assets involved in such transactions. Thus, in the unlikely event that the Firm or all of its assets are acquired through such a transaction, customer information would be one of the transferred assets.

We reserve the right to disclose visitor information in special cases when we have reason to believe that disclosing this information is necessary to identify, contact or bring legal action against someone who may be causing injury to or interference with (either intentionally or unintentionally) our rights or property, other visitors, or anyone else that could be harmed by such activities. We also reserve the right to disclose visitor information when we believe that the law requires it.

## **AGGREGATE INFORMATION**

From time to time, we may collect general, non-personal, statistical information about the use of the Site, such as how many visitors visit a specific page on the Site, how long they stay on that page and which hyperlinks, if any, they "click" on. We collect this information through the use of "cookies" and other tracking technologies, which are discussed in greater detail below. We collect this information in order to determine which areas of the Site are most popular and to enhance the Site for visitors. We may group this information into aggregate visitor data in order to describe the use of the Site to our existing or potential business partners or other third parties, or in response to a government request. We may also group preferences information that we collect from visitors into aggregate data for the same purposes. However, please be assured that this aggregate data will in no way personally identify you or any other visitors to the Site.

## **COOKIES AND OTHER TRACKING TECHNOLOGIES**

Some of our Web pages utilize "cookies" and other tracking technologies. A cookie is a small text file that a Web site transfers to a hard drive for record-keeping purposes. For example, we may use cookies to collect information about website activity. Most browsers allow you to control cookies, including whether or not to accept them and how to remove them. You may set most browsers to notify you if you receive a cookie, or you may choose to block cookies with your browser. However, please be aware that some features of the Site may not function properly or may be slower if you refuse cookies.

Tracking technologies may record information such as Internet domain and host names; Internet protocol (IP) addresses; browser software and operating system types; click stream patterns; and dates and times that our Site is accessed. An IP address is a number that is automatically assigned to your computer whenever you are surfing the Web. Web servers, the big computers that "serve up" Web pages, automatically identify your computer by its IP address.

It is not our practice to link the information we record using cookies or other tracking technologies to any Personal Information you submit while on the Site. However, we reserve the right to use cookies, IP addresses and other tracking technologies to identify a visitor when we believe it is necessary to enforce compliance with the Site's policies, to protect the Site, our visitors, clients or others, or when we believe that the law requires it.

## **LINKS TO OTHER SITES**

Please be aware that when you are on theliaisongroup.com, you could be directed to other sites that are beyond our control. These other sites may send their own cookies to visitors, collect data or solicit Personal Information. The privacy policies of these other sites may be significantly different from the Firm's Privacy Policy. We are not responsible for the privacy practices of these other sites and cannot guarantee the security of any of your Personal Information collected there.

## **TERRITORIALITY**

Our computer systems are currently based in the United States and the content of our Website is directed to United States residents. Your personal data will be processed by us in the United States, where data protection and privacy regulations may or may not be equal to the level of protection as in other parts of the world, such as in Canada and the European Union. BY VISITING THE WEBSITE, YOU UNEQUIVOCALLY AND UNAMBIGUOUSLY CONSENT TO THE COLLECTION AND PROCESSING IN THE UNITED STATES OF ANY PERSONAL AND NON-PERSONAL INFORMATION COLLECTED OR OBTAINED BY THE FIRM THROUGH VOLUNTARY SUBMISSIONS, AND THAT UNITED STATES LAW GOVERNS ANY SUCH COLLECTION AND PROCESSING. The Firm adheres to the General Data Protection Regulation ("GDPR") for its clients and in its practice. The GDPR is not applicable to this informational website targeted to United States clients.

## **SECURITY**

We intend to take reasonable and appropriate steps to protect the Personal Information that you share with us from unauthorized access or disclosure. When you transmit Personal Information from your PC to our servers, your information is protected by both a "firewall" (a combination of computer hardware and software that helps keep unauthorized visitors from accessing information within our computer network) and industry standard SSL (Secure Socket Layer) encryption. Unfortunately, no data transmission over the Internet can be guaranteed to be 100% secure. As a result, while we strive to protect your Personal Information and privacy, we cannot guarantee or warrant the security of any information you disclose or transmit to us online and cannot be responsible for the theft, destruction or inadvertent disclosure of your Personal Information.

## **CHILDREN'S PRIVACY**

theliasongroup.com is not intended for use by children under 13. We do not knowingly collect Personal Information from anyone under 13 years of age. If you are under 13, please do not submit any Personal Information on the Site.

## **CHANGES TO OUR PRIVACY POLICY**

The terms of this Privacy Policy may change from time to time. We will notify you of any material changes to this Privacy Policy by posting a notice on the homepage of the Site for a reasonable period of time after such changes are made to the effect that this Privacy Policy has been updated, and by changing the "Last Modified" date at the bottom of this Privacy Policy. We encourage you to check this page periodically for any changes. Your continued use of the Site following the posting of changes to these terms will mean you accept those changes.

## **GOVERNING LAW**

This Privacy Policy and the privacy practices of the Firm are subject exclusively to the laws or rules of the State of Florida within the United States of America. The Firm makes no representation that this Privacy Policy and such practices comply with the laws of any other country. Visitors who use the Site and reside outside the United States do so on their own initiative and are responsible for compliance with local laws, if and to the extent local laws are applicable. If you reside outside of the United States, by using theliaisongroup.com, you consent to the transfer and use of your information outside your country.

## **UPDATE AND OPT-OUT**

If you would like to update any information you have sent to the Firm, or if you do not want to receive information from the Firm, please contact us at (202) 607-0226.

The Firm will make reasonable efforts to honor any request you make to forgo contact with you in the future or delete your information. Please note that if you make an opt-out request, the Firm will retain your contact information to make efforts to ensure that you are not contacted in the future.

To the extent required by the CAN-SPAM Act, or other similar domestic and international regulation, commercial email messages will also provide you with an opportunity to opt-out of receiving this information. Please note that changes to your preferences may not be effective immediately.

## **CONTACTING US**

If you have any comments or questions regarding our Legal Notices, Terms of Use or Privacy Policy, please contact:

### **The Liaison Group**

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Phone: (202) 607-0226

Email: [Saphira@TheLiaisonGroup.com](mailto:Saphira@TheLiaisonGroup.com)

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