

## **PRIVACY POLICY**

The Law Office of Bryan J. Hutchinson, PLLC is committed to protecting the privacy of its visitors. We collect no personal information about you when you visit our Web site unless you choose to provide that information to us.

### **Information Collected Automatically**

During your visit as you browse through the website, read pages, or download information, we automatically collect and store the following anonymous information about your visit:

- the date and time you access our site;
- the pages you visited on our site;
- if you navigate to our site by clicking a link, the location of that link; and
- the internet service provider you use to connect to our site (for example "companyX.com" if you have a commercial internet account, or "universityX.edu" if you connect from a university).

We use this information, in the aggregate, to make our website more useful to visitors — to learn about the number of visitors to our site and the types of technology used, to detect operational problems, and to improve the website's overall security.

### **Information That You Voluntarily Provide**

#### **Personal Information**

We do not collect personally identifiable information unless you choose to provide it to us. If you voluntarily provide us with personal information, for example by sending an e-mail or by filling out a form and submitting it through our website, we use that information only to respond to your message and to help us provide you with the information or services that you request.

#### **Sharing and Disclosure**

We respect your privacy and we do not share, lease or sell the information you give us with third parties.

## **Retention of Information**

We destroy the information we collect when the purpose for which it was provided has been fulfilled. If you retain our firm pursuant to a written retainer agreement as your attorney then we are required to save your information as part of your client file for the time required by New York Rules of Professional Conduct.

## **Security of Information**

For site security purposes and to ensure that this service remains available to all users our web hosting service provider computer systems employ software to monitor network traffic to identify unauthorized attempts to upload or change information, or otherwise cause damage. If such monitoring reveals evidence of possible abuse or criminal activity, such evidence may be provided to appropriate law enforcement officials. Unauthorized attempts to upload or change information on their server are strictly prohibited and may be punishable under the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act or other law.

## **Cookies**

In order to provide a more streamlined navigational experience and to track aggregate usage information, by default, this website stores small amounts of data on your computer known as type I and type II cookies. This information is not retained by the website and is automatically destroyed by your browser after a specified period of time.

## **Third Party Web sites**

## **Social Media and Online Engagement**

To better engage the public in ongoing dialog, we may use several third-party platforms including Facebook and YouTube. When interacting with our office on those websites, you may reveal certain personal information to us or to third parties. Except when used by us for the purpose of responding to a specific message or request, we will neither use nor share nor retain such data.

## **Comments**

The information you submit in our intake form is strictly confidential and is never disclosed to any third party. Any comment that you submit through social media sites such as Youtube, Facebook or Twitter may be made public, including any personally identifiable information that you provide in your submission. We may share your comment with others, including the public, in aggregated form, in partial or edited form, or verbatim.

Prior to commenting, you will be prompted to login, either by providing your e-mail address, or by linking your comment to an existing account on a popular website such as Google, Facebook, or Twitter. While your e-mail address will not be made public, if you login with a social media service, your picture, as well as a link to your profile will be posted alongside your comment.

## **Usage Statistics**

This website employs Google Analytics (a service from Google, Inc.) to collect aggregate usage information. In utilizing this analytics service, we maintain our existing standards in regards to the sharing and disclosure of information, security and privacy safeguards for the data, and the data retention policy, each described above.

## **Applications**

In order to provide you with dynamic content, the third-party applications such as Ngage, Flash, YouTube, JW Player, and jQuery may be embedded in pages you visit on our site: No personal information is collected as a result of their use.

## **Opt Out/Unsubscribe Option**

At any time consumers may opt-out of receiving future mailings or unsubscribe from any future email correspondence. At any time consumers may contact us to request that we delete contact information provided to us.

The Law Office of Bryan J. Hutchinson, PLLC reserves the right to modify this policy at any time.