

## Privacy Policy

Last Revised December 19, 2023.

Eagle Software Corporation (Eagle) recognizes the importance of protecting the privacy of all information provided by our customers. Keeping customer information secure, and using it only as our customers want us to, is a top priority for us. Eagle will not sell, share, or rent this information, for commercial purposes, to any person or organization outside Eagle. The WORKERSCOMPUTATION.COM™ site (the “Site”) may contain links to other web sites operated by third parties. Eagle is not responsible for the privacy practices or policies of these sites. Eagle recommends that you review the privacy policy of each site you visit. By visiting WORKERSCOMPUTATION.COM™ you are accepting the practices described in this Privacy Policy.

1. Security. Eagle will take all reasonable steps to safeguard any information our customers share with us. This Site is secured by a Comodo SSL certificate. All information sent to this Site, if in an SSL (Secure Sockets Layer) session, is encrypted, protecting you against interception or interruption by any third party.
2. How We Collect Account Information. During account setup, Eagle receives and stores any information entered on the Site. You understand and agree that this information may be transferred across national boundaries and may be stored and processed in any of the countries in which Eagle maintains an office including, without limitation, the United States. Eagle will take all reasonable steps to safeguard all personally identifiable information you provide.
3. How We Use Your Account Information. Eagle will limit the collection and use of customer information to the minimum required to deliver exceptional service to our customers, which includes advising our customers about our products and services, and to administer our business. We will permit only authorized Eagle employees and agents, who are trained in the proper handling of customer information, to have access to this information. Employees and/or agents who violate this Policy are subject to disciplinary action including termination. Eagle will not reveal customer information to any external organization unless we have been authorized by the customer or are required by law. **Confidential claimant information will not be shared with any external organization.**
4. How To Control Your Account Information. Customers can contact us at any time to remove their names from our mailing lists. Removing your name from our mailing lists applies only to marketing. We reserve the right to communicate with you regarding the usability of the Site or critical messages relating to your service (such as subscription renewal notices or legally mandated notices).

5. How We Collect Automatic Information. Eagle also receives and stores certain types of information whenever your browser accesses WORKERSCOMPUTATION.COM™. For each session, Eagle may collect your Internet Protocol (IP) address, browser type and version, ISP, platform type, number of clicks, domain name and country/state. To help remind the Site of who you are and to deliver services based on your account information, like many web sites, Eagle uses “cookies”. Cookies are pieces of information that Eagle transfers to your computer’s hard drive through your browser to enable our systems to recognize you. You will not be able to use the Site if you set your browser to not accept cookies.
6. Purchases. Eagle must request personally identifiable information and financial information to facilitate your online purchase. This information is strictly confidential. Eagle will protect the security of your information during transmission by using Secure Sockets Layer (SSL) software, which encrypts information you input. Financial information is only used for billing purposes and to complete your order. Eagle does not store credit card numbers. While on a secure page on the Site, the lock icon on the bottom of your browser becomes locked. You can also identify the secure connection by looking at the URL, which will begin with https: (instead of http:).
7. Updating Your Account Information. The Account Manager may make corrections or updates to account information at any time by accessing the “My Account” Menu. You are responsible for maintaining the confidentiality of your account and password and for restricting access to your computer(s). You agree to accept responsibility for all activities that occur under your account or password.
8. Inactive Accounts. Accounts that have been inactive for more than 90 days may be archived, marked for deletion, and/or deleted from our database. Please note that even after an account has been archived and/or marked for deletion, Eagle may retain and use certain of your information (such as information regarding all prior subscription periods) where permitted by law to prevent fraud, resolve disputes, troubleshoot problems, assist with any investigations, enforce our user agreements and terms, and comply with legal requirements.
9. Children. Because of the nature of our business, the Site is not designed to appeal to children under the age of 13. We do not knowingly request or receive any information from children.
10. Notices and Changes. Over time, Eagle’s business may change. Eagle may use customer information for new, unanticipated uses not previously disclosed in our Privacy Policy. Accordingly, Eagle’s Privacy Policy and Terms of Use (found at <https://www.workerscomputation.com/Terms.aspx>) may change also, and use of information that we gather now is subject to the Privacy Policy in effect at the

time of use. You are bound by any such revisions and should therefore periodically visit this page to review the then current Privacy Policy.

11. Contact Us. If you have any questions about this Privacy Policy, or if you would like to request more information about WORKERSCOMPUTATION™, write to us at Eagle Software Corporation, 250 Monroe Ave., Suite 400, PMB #6055, Grand Rapids, MI 49503-2293; or email us at [support@eaglesoftware.com](mailto:support@eaglesoftware.com).