# **Privacy Policy**

## Last Updated November 2020

This Privacy Policy describes the information Wiz-Tec Computing Technologies Inc. and our affiliates (collectively "Wiz-Tec", or "we" or "us" or "our") receives or collects.

## 1. Interpretation

This privacy policy applies to the following persons (collectively "you" or "your"):

**Visitors -** means any person who visits wiz-tec.ca, as well as any other websites that Wiz-Tec uses and where a link to this Privacy Policy is included, such as websites created for contests or promotional purposes (the "Websites").

**Merchants** - means any individual person, including a business owner, who is subscribed to Wiz-Tec services or otherwise purchases services from Wiz-Tec (the "Services")

**End-Users** - means any person whose Personal Data is processed using the Services, including the Merchant's customers

# 2. Definition of Personal Data

When we use the term Personal Data, we mean any information that relates to an identified or identifiable natural person. This includes the obvious data such as a name, home address, email address and phone number, but it includes IP-address and data specific to the physical, physiological, genetic, economic, cultural or social identity of natural persons. To clarify, we do not consider information about a business, such as its name or physical address, to be Personal Data.

When you voluntarily and expressly provide Personal Data, an existing business relationship is created under Canada's Anti-Spam Law (CASL). We may use your Personal Data to provide you with information that is relevant to you or your business, such as newsletters, event invitations, or updates about Services. In some cases, we may collect, use or disclose Personal Data without your consent or knowledge (e.g. we may use your Personal Data where it's been conspicuously published on a website or directory). While we offer you some control over marketing communications, certain transactional, relationship and legally required communications will not be affected by the choices you have made about marketing communications.

# 3. Third-Party Websites

This Privacy Policy does not apply to any third-party websites, products or services, even if they are accessible through Wiz-Tec's Websites or Services. The linking to a third-party website, service or application is subject to the terms and conditions of such website, service or application.

# 4. Responsibility of Merchants

Merchants are responsible for complying with all applicable laws and regulations concerning the Personal Data of End-Users they process when using our Services, including the Personal Data customers and employees of Merchants. Such processing of Personal Data shall not be governed by this Privacy Policy but by the applicable agreement and privacy policy of Merchants. Our role in relation to the processing of such Personal Data on behalf of our Merchants is only as instructed by these Merchants or in accordance with this Privacy Policy. If you are an End-User who interacts with a Merchant using our Services and would either like to amend your information or no longer wish to be contacted by one of our Merchants, please contact the Merchant directly.

## 5. Children

Our Websites and Services are not directed to children under 13, and we do not knowingly collect or store any Personal Data about persons under the age of 13. If we learn that we have collected Personal Data of a child under 13, we will take steps to delete such information from our files as soon as practicable. We do not sell Personal Data of children under the age of 13.

## 6. Do Not Track Signals

Some internet browsers may be configured to send "Do Not Track" signals to the online services that you visit. We currently do not respond to do not track signals. To find out more about "Do Not Track," please visit <u>http://www.allaboutdnt.com</u>.

## 7. Information You Provide

We collect information you provide when you request information, submit an order, or create a customer account with Wiz-Tec. Information we collect includes:

- Identification information, such as your name, email address, mailing address, phone number, birth date, driver's license, or other government-issued identification number;
- Financial information, including bank account and payment card numbers;
- Tax information, including withholding allowances and tax filing status; and
- Other historical, contact, and demographic information.

We also collect information you upload to send through our Services, including:

- Information about products and services you may sell (including inventory, pricing and other data); and
- Information you may provide about you or your business.

### 8. Information collected from your use of the Service

Wiz-Tec uses various technologies to collect about Visitors, Merchants and End-Users.

**Transaction Information -** When you use our Services to make, accept, request or record payments, we may collect information about when and where the transactions occur, the names of the transacting parties, a description of the transactions, the payment amounts, billing and shipping information, and the devices and payment methods used to complete the transactions.

**Cookies -** When you access or use the Services, our web server may send a cookie to your computer or mobile device (as the case may be). Certain cookies we use last only for the duration of your web or application session and expire when you close your browser or exit the application. Other cookies are used to remember you when you return to use the Services and, as such, will last longer. Some of the cookies used in the Services are set by us, and others are set by third parties who deliver services on our behalf.

**Tracking Technologies -** Web beacons, tags and scripts may be used on our Websites, our Services, in e-mails or other electronic communications we send to you. These technologies help us in understanding how our Websites

and Services are used, what other websites our visitors have visited and when an email is being opened and acted upon.

**Log Data** - Our servers automatically record information created by your use of the Websites or Services ("Log Data"). Log Data may include information such as your IP address, browser type, operating system, the referring web page, web pages visited, location, your computer or mobile device type, search terms and cookie information. We receive Log Data when you interact with our Websites or Services, for example, when you visit our Websites, use our Services, or interact with our email notifications.

## 9. Information Wiz-Tec may collect independently

We may sometimes obtain Personal Data about you from third parties (e.g., Facebook, Twitter, Google) and use it to improve or re-market our Services, or to provide a more tailored experience with our Services. We also may collect information about you from third parties who are authorized to give information about you under the terms and privacy policies of their respective services. Such third parties that may share information with us include third-party verification services, credit bureaus, mailing list providers, and publicly available sources. You authorize and consent to our obtaining from, and disclosing to, third parties, from time to time, any information about you in connection with the processing of any credit investigation, identity or account verification, fraud detection, or collection procedure, or as may otherwise be required by applicable law. This includes, without limitation, the receipt and exchange of account or credit-related information with any credit reporting agency or credit bureau, where lawful, and any person or corporation with whom you have had, currently have, or may have a financial relationship, including without limitation past, present, and future places of employment and personal reporting agencies.

### 10. Use of Information

We may use information about you to provide, maintain, and improve our Services, such as:

- Processing or recording transactions;
- Displaying historical transaction or usage information;
- Developing new products and Services; and
- Delivering the information and support you request, including technical notices, security alerts, and support and administrative messages.

We may use information about you to improve and facilitate your use of our Services. We also may use information about you to measure, customize, and enhance our Services, including the design, content, and functionality of our applications and websites, or to track and analyze trends and usage in connection with our Services.

We may use information about you to send news and information, or to conduct surveys and collect feedback, about our Services and to communicate with you about products, services, contests, promotions, discounts, incentives, and rewards offered by us and select partners, based on your communication preferences and applicable law. We also may contact you to resolve disputes, collect fees, and provide assistance for problems with our Services.

We may use information about you:

• To protect our rights or property, or the security or integrity of our Services;

- To enforce our Merchant Terms of Service or other applicable agreements or policies;
- To verify your identity
- To investigate, detect, and prevent fraud, security breaches, and other potentially prohibited or illegal activities;
- To comply with any applicable law, regulation, legal process, or governmental request; and
- For any other purpose disclosed to you in connection with our Services.

#### 11. Sharing of Information

We may share information about you as follows:

- With our group companies and other affiliates, for the purposes outlined above;
- With third parties to provide, maintain, and improve our Services, including service providers who access information about you to perform services on our behalf (e.g., fraud prevention, identity verification, and fee collection services), as well as financial institutions, payment networks, payment card associations, and other entities in connection with the payment process;
- With third parties that run advertising campaigns, contests, special offers, or other events or activities in connection with our Services;
- In connection with, or during the negotiation of, any merger, sale of company stock or assets, financing, acquisition, divestiture, or dissolution of all or a portion of our business;
- If we believe that disclosure is reasonably necessary (i) to comply with any applicable law, regulation, legal process, or governmental request (e.g., from tax authorities), (ii) to enforce or comply with our General Terms or other applicable agreements or policies, (iii) to protect our rights or property, or the security or integrity of our Services, or (iv) to protect us, users of our Services or the public from harm or potentially prohibited or illegal activities; and
- With your consent.

We also may share aggregated information with third parties that does not specifically identify you or any individual user of our Services.

#### 12. Your Choices

**Personal Information -** You may access, change, or correct information about you by making a request to us using the contact details below, in which case we may need to verify your identity before granting access or otherwise changing or correcting your information.

**Cookies -** Most web and mobile device browsers are set to automatically accept cookies by default. However, you can change your browser settings to prevent automatic acceptance of cookies, or to notify you each time a cookie is set. Please note, however, that by blocking or deleting cookies used in the Services, you may not be able to take full advantage of the Services.

**Promotional Communications -** You may opt out of receiving promotional messages from Wiz-Tec by following the instructions in those messages. If you decide to opt out, we may still send you non-promotional communications, such as transactional, relationship and legally required communications.

**Security -** We take reasonable measures, including administrative, technical, and physical safeguards, to protect your information from loss, theft, misuse, and unauthorized access, disclosure, alteration, and destruction. We hold information about you at our own premises and with the assistance of third-party service providers. We

restrict access to personal information to those Wiz-Tec employees, contractors, and agents who need to know that information in order to transmit, store, or process it, who are subject to contractual confidentiality obligations consistent with this Privacy Policy, and who may be disciplined or terminated if they fail to meet these obligations. Our third-party service providers store and transmit personal information in compliance with this Privacy Policy and other appropriate confidentiality and security measures.

Nevertheless, Wiz-Tec cannot guarantee that unauthorized third parties will never be able to defeat our security measures or use your personal information for improper purposes. In the event that any information in our possession or under our control is compromised as a result of a security breach, we will take reasonable steps to investigate the situation and, where appropriate, notify those individuals whose information may have been compromised and take other steps in accordance with applicable laws or regulations.

#### 13. Google Analytics and Google Analytics Advertising Features

Our website uses Google Analytics, a web analytics service provided by Google, Inc. ("Google"). The information generated by the cookie about your use of our website (including your IP address) will be transmitted to and stored by Google on servers in the United States. Google will use this information for the purpose of evaluating your use of our website, compiling reports on website activity for website operators and providing other services relating to website activity and internet usage. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. Further information about Google's privacy policy may be obtained from <a href="http://www.google.com/privacy.html">http://www.google.com/privacy.html</a>

In addition to Google Analytics, Wiz-Tec uses the Google Analytics Demographics and Interest Reporting to provide us with more information on the customer segments that visit our website so we can more accurately target ads on various platforms. This information is collected via Google advertising cookies on our website. This service will make Age, Gender, and Interest data from our users available to us so we can better understand who our users are. You may find more information on Google Analytics Advertising Features at https://support.google.com/analytics/answer/2799357?hl=en

You may opt out of having your data used by Google Analytics at <a href="https://tools.google.com/dlpage/gaoptout/">https://tools.google.com/dlpage/gaoptout/</a>

### 14. Changes to the Privacy Policy

We may update this Privacy Policy from time to time to reflect changes to our information practices. If we make material changes to our Privacy Policy, we will notify you by prominently posting the revised Privacy Policy on this Site (including the revision date). Your continued access or use of our Websites and/or Services constitutes your acceptance of the Privacy Policy as revised. It is your responsibility to review the Privacy Policy periodically.

### 15. Contacting Wiz-Tec

If you have any questions or suggestions regarding our Privacy Policy, please contact admin@wiz-tec.com or send a letter to the attention of the Legal Department to Wiz-Tec Computing Technologies Inc., 4501 Manitoba Road SE, Calgary, AB T2G 4B9.