Last updated: December 12, 2016

WSO Chicago values your privacy very highly. Please read this Privacy Policy carefully before using the www.wsochicago.com website (the "Website") operated by WSO Chicago, LLC ("us", "we", "our") as this Privacy Policy contains important information regarding your privacy and how we may use the information we collect about you.

Your access to and use of the Website is conditional upon your acceptance of and compliance with this Privacy Policy. This Privacy Policy applies to everyone, including, but not limited to: visitors, users and others, who wish to access or use the Website.

By accessing or using the Website you agree to be bound by this Privacy Policy. If you disagree with any part of the Privacy Policy then you do not have our permission to access or use the Website.

### What information may we collect and store

We receive and store any and all information that you enter on this Website or provide to us by any other form of communication, including, but not limited to: electronic mail, regular mail, and phone calls.

The information that we collect and store includes information that may be used to identify you.

In order to make purchases on the website, you will be asked to supply your full name, email, phone number, credit card number, expiration date, CVV and zip code. This information will be collected and stored by Square, Venmo or Chase Quickpay. WSO Chicago does not store, nor collect this information and does not assume liability for the loss or theft of this information.

If you wish to apply to rent through our Website, you will be asked to supply the following: first and last name, cell phone number, email address, date of birth, social security number, driver's license number, desired move in date, how long you have been employed, your job title, your employer's name, your employer's address, your supervisor's name and contact number, your monthly net income and other sources of income, current monthly rent, current landlord's name and contact number, reason for moving, whether you have ever been evicted, broken a lease or owe a landlord money, number of cats, number of dogs, whether you were ever charged with or convicted of a felony, two (2) references, the name, phone number and email of your emergency contact, the number and names of adults living in the unit, the number and names of children living in the unit.

How may we use your information

We may use the billing information that you provide us for the purpose of charging you for the purchases that you have made on the website.

We may use other information that you provide us for the following: to provide you with WSO Chicago services, to manage your account, to respond to your questions and comments, to communicate with you, to solicit information from you, to resolve disputes, send you emails through Mailchimp, to prevent potentially prohibited or illegal activities, and to enforce our Terms of Use.

Should we become aware of potential or in fact prohibited or illegal activities performed or to be performed by you, we may supply any and all of your information to law enforcement authorities. Notwithstanding the above, we may provide any and all of your information to the law enforcement authorities upon request by such authorities.

#### With whom we share your information

We may share any and all of your information with the following:

- Third-party vendors, including but not limited to: bill-processing companies, customer service, email marketing, and fraud prevention. We may also grant third parties access to the Website and your information as needed to operate the Website or provide advertising. Third-party vendors will only be supplied your information on an as-needed basis.
- Law enforcement officials if we suspect fraud, prohibited, or illegal activities.
- The United States government upon request by the government.
- We may share your rent application with the owner, agent, landlord or management company of the building and unit.

Other than as set out above, you will be notified when personal information about you will be shared with third parties, and you will have an opportunity to choose not to have us share such information.

### Children's Privacy

This Website is intended for use by a general audience and does not offer services to children. Should a child whom we know to be under 13 send personal information to us, we will use that information only to respond directly to that child to inform him or her that they cannot use this Website

**Opting out of us collecting personal information** 

You may opt out of us collecting of your personal information at any time by clicking unsubscribe, not providing your information on the Website or by contacting us at: <a href="https://www.wsohicago@gmail.com">wsohicago@gmail.com</a>.

## **Changes to Privacy Policy**

WSO Chicago reserves the right to make any changes to this Privacy Policy at any time without notice.

# Questions

If you have any questions about this Privacy Policy, please contact us at wsochicago@gmail.com.