

PRIVACY POLICY

Imprimerie Solisco Inc. (« **Solisco** » or « **We** ») respects your privacy and is committed to protecting it by complying with this Policy.

Introduction

This privacy Policy (the « **Privacy Policy** » or « **Policy** ») describes:

- how we collect, use, disclose, and protect the personal information of our customers, our employees, and our website users (collectively, « **you** »);
- the types of information we may collect online and offline from you, that may be provided by you when you visit our website located at solisco.com (the « **Website** »), or that may be provided to us by our customers.
- our practices for collecting, using, maintaining, protecting, and disclosing that information.

This Privacy Policy DOES NOT apply to information that you provide to or is collected by any third party, including Facebook and LinkedIn.

Please read this Policy carefully to understand our policies and practices for collecting, processing, and storing your information. If you are a visitor on our Website and you do not agree with our policies and practices as they regard the information that is collected through our Website, your choice is to refrain from accessing and using our Website. By accessing or using the Website, you indicate that you understand, accept, and consent to the practices described in this Policy. This Policy may change from time to time. Your continued use of this Website after we make changes indicates that you accept and consent to those changes, so please check the Policy periodically for updates.

Information we collect about you

We collect and use several types of information from and about you, including:

- **Personal information** : Information that identifies an individual, relates to an identifiable individual or allows an individual to be identified, such as, without limitation, contact information, including name and email address.
- **Non-Personal Information** : Information that does not reveal the identity of an individual or does not directly relate to a specific individual, such as, without limitation, data collected through automated electronic interactions, application usage data, and statistical and aggregated information.
- **Technical information**, including internet browser type and version, time zone setting, browser plug-in types and versions, operating system and platform, or information about your Internet connection, the equipment you use to access our Website, and usage details.
- **Non-personal details about Website interactions**, including the full Uniform Resource Locators (URLs), clickstream to, through and from our Website (including date and time), pages viewed or searched for, page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs), methods used to browse away from the page.
- **Customer Confidential Information**, including personal information of third party individuals that our customers ask us to process on their behalf, such as when we are hired to produce and deliver print materials to our customers' customers or other business contacts.

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How we collect information about you

We use different methods to collect your information, including through :

- **Direct interactions with you when you provide it to us**, for example, by filling in forms on our Website or corresponding with us by phone, email, or otherwise, or by sending us your resume when applying for employment with us.
- **Automated technologies or interactions**, as you navigate through our Website, information that may include usage details, browser and device type, IP addresses, and information collected through cookies and other tracking technologies is collected automatically.
- **From our customers**. Such information is normally confidential and may only be accessed and used by us for limited, specific purposes described in a contractual document.
- **Commercial interactions**, such as when we meet potential business partners in trade shows and other similar events.

Cookies

We may collect data in connection with your visit to our Website through the use of cookies. Cookies are identifiers that are transferred and stored on your device through your web browser to enable our systems to recognize your browser. We may also collect data that your browser sends us, such as your IP address, browser type, location, language, access time and referring web site address.

Such data may be used to analyze trends, to administer the site, to track your movements around the site and to gather demographic data about our visitor base as a whole. The data gathered by these cookies is in the form of aggregated anonymous data.

We use different types of cookies as summarized below :

- Strictly necessary cookies
- Performance cookies
- Functionality cookies
- Analytics cookies

You may choose to disable all or certain cookies on your device by configuring your web browser. Most web browsers allow some control of most cookies through the browser settings. To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit the documentation provided by your web browser provider such as :

- Cookie management in [Internet Explorer](#)
- Cookie management in [Google Chrome](#)
- Cookie management in [Apple Safari](#)
- Cookie management in [Opera](#)

Please note that if you choose to disable cookies, this may impact the performance of the Website during your visit.

Third-Party Information Collection

When you use the Website or its content, certain third parties collect information about you or your device. These third parties may include:

- Facebook
- LinkedIn
- Google
- Mailchimp
- GoDaddy
- Pénéga
- Salesforce

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How we use your information

We use information that we collect or obtain about you or that you provide to us, including any personal information :

- To provide our Website and its contents to you.
- To provide you with information, products, or services that you request from us.
- To fulfill the purposes for which you provided the information or that were described when it was collected.
- To carry out our obligations and enforce our rights arising from any contracts with you, including for billing and collection or to comply with legal requirements.
- To notify you about changes to our Website or any products or services we offer or provide through it.
- To improve our Website, products or services, marketing, or customer relationships and experiences.
- To allow you to participate in interactive features, social media, or similar features on our Website.
- To perform contractual obligations for our customers. Subject to contract terms, we will typically only use information provided to us by customers for the purpose of performing our contractual obligations and for no other purposes.
- For any other purpose with your consent.

We may also use your information to contact you about goods and services that may be of interest to you, as permitted by law.

Disclosure of your information

We will not disclose your personal information without your consent or as permitted under law. We will not productize and sell your personal information.

We may disclose personal information that we collect or that you provide as described in this Privacy Policy :

- To contractors, service providers, and other third parties we use to support our business, such as analytics and search engine providers that help us optimize and improve our services. We contractually require our third-party contractors or service providers to keep personal information confidential, use it only for the purposes for which we disclose it to them, and to process personal information following the same standards that are set out in this Policy.
- To fulfill the purpose for which you provide it or that was disclosed to you when you provided the information.
- With your consent.
- To fulfill our contractual obligations towards the persons having communicated such personal information to us.
- To comply with any court order, law, or legal process, including to respond to any government or regulatory request, according to personal information applicable laws.
- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of Solisco's assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by Solisco is among the business assets transferred.

We may disclose aggregated information about our users, and information that does not identify any individual, without restriction.

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Transferring your personal information

We may transfer personal information that we collect or that you provide as described in this Policy to contractors, service providers, and other third parties we use to support our business (such as analytics and search engine providers that assist us with Website improvement and optimization) and who are contractually obligated to keep personal information confidential, use it only for the purposes for which we disclose it to them, and to process the personal information with the same standards set out in this Policy.

We may process, store, and transfer your personal information in Canada and the United States, where privacy laws may differ and may or may not be as comprehensive as Canadian laws. In these circumstances, the governments, courts, law enforcement, or regulatory agencies of that country may be able to obtain access to your personal information through the laws of the foreign country. Whenever we engage a service provider, we require that its privacy and security standards adhere to this Policy and applicable Canadian privacy legislation.

By submitting your personal information or engaging with the Website, you consent to such transfer, storage, or processing, as the case may be.

Data security

The security of your personal information is very important to us. We use physical, electronic, and administrative measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure.

Unfortunately, the transmission of information via the Internet is not completely secure. Although we do our best to protect your personal

information, we cannot guarantee the security of your personal information transmitted to our Website. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained on the Website.

Data retention

Except as otherwise permitted or required by applicable law or regulation, we will only retain your personal information for as long as necessary to fulfill the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements. Under some circumstances we may anonymize your personal information so that it can no longer be associated with you. We reserve the right to use such anonymous and de-identified data for any legitimate business purpose without further notice to you or your consent.

Children under the age of 13

We operate in the “business to business” field, so our Website is not intended for children under 13 years of age. No one under age 13 may provide any personal information on the Website. We do not knowingly collect personal information from children under 13. If you are under 13, do not use or provide any information on this Website or on or through any of its features/register on the Website, make any purchases through the Website, use any of the interactive or public comment features of this Website, or provide any information about yourself to us, including your name, address, telephone number, email address, or any screen name or user name you may use. If we learn we have collected or received personal information from a child under 13 without verification of parental consent, we will delete that information.

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Accessing and correction your personal information

It is important that the personal information we hold about you is accurate and current. Please keep us informed if your personal information changes. By law you have the right to request access to and to correct the personal information that we hold about you.

We may request specific information from you to help us confirm your identity and your right to access, and to provide you with the personal information that we hold about you or make your requested changes. Applicable laws may allow or require us to refuse to provide you with access to some or all of the personal information that we hold about you, or we may have destroyed, erased, or made your personal information anonymous in accordance with our record retention obligations and practices. If we cannot provide you with access to your personal information, we will inform you of the reasons why, subject to any legal or regulatory restrictions.

Withdrawing your consent

Where you have provided your consent to the collection, use, and transfer of your personal information, you may have the legal right to withdraw your consent under certain circumstances. To withdraw your consent, if applicable, contact us at communication@solisco.com. Please note that if you withdraw your consent we may not be able to provide you with a particular product or service, including the Website. We will explain the impact to you at the time to help you make your decision.

Changes to our privacy policy

We reserve the right in our sole discretion to revise and update this Privacy Policy from time to time. Any and all such modifications are effective immediately upon posting and apply to all access to, and continued use of, the Website. You agree to periodically review this Privacy Policy in order to be aware of any such modifications and your continued use of the Website will confirm your acceptance of these.

Contact information and challenging compliance

We welcome your questions, comments, and requests regarding this Privacy Policy and our privacy practices. Please contact us our Privacy Officer:

Chief Privacy Officer
Solisco Printing Inc.
120, 10^e rue
Scott, Québec G0S 3G0
Canada
1 800 463-4188
communication@solisco.com

We have procedures in place to receive and respond to complaints or inquiries about our handling of personal information, our compliance with this Policy, and with applicable privacy laws. To discuss our compliance with this Policy please contact our Privacy Officer using the contact information listed above.

Last updated : April 19th, 2021