

PRIVACY POLICY

Dwight W. Andrus Real Estate, L.L.C.

PRIVACY POLICY

Last modified June 16, 2017

Introduction

Dwight W. Andrus Real Estate, L.L.C. operates the web site at **commercial.dwightandrus.com** ("Site"). We respect the privacy of each user of the Site (referred to as "you" or "a user"), whether you are just beginning your real estate search or have previously visited our Site. This Privacy Policy gives you specific information about how we protect your privacy, how we treat information we collect on the Site that identifies an individual user ("Personal Information"), and how we use aggregated information.

BY REGISTERING FOR OR USING THE SITE, YOU SIGNIFY YOUR ACCEPTANCE OF THIS PRIVACY POLICY. IF YOU DO NOT AGREE TO THIS PRIVACY POLICY, YOU CANNOT USE THE SITE. We reserve the right to modify this Policy at any time by posting a notice on the Site's home page. (If we consider it appropriate, we may also provide additional notice of significant changes.) Your use of the Site after the date of the last modification listed at the beginning of this Privacy Policy indicates to us that you agree to the changes. Your use of the Site is also subject to our Terms and Conditions. A link to the Terms and Conditions may be found at the bottom of each page of the Site.

Location of Servers and Transfer of Information to the United States

The Site is hosted by servers in the United States. If you are located outside of the United States, your Personal Information will be transferred to the United States. By submitting your Personal Information, you consent to its transfer to the United States and to its storage, processing, and use there in accordance with this Privacy Policy.

Scope of this Privacy Policy

This Privacy Policy applies to your use of this Site only. We do not own, operate or control the web sites of our sales associates. Accordingly, this Policy does not apply to a sales associate's web site or to a sales associate's collection, use, storage and disclosure of your Personal Information.

1. Collection and Use of Your Personal Information

We collect your Personal Information on the Site in order to enhance the services we offer you. We collect Personal Information from you only when you voluntarily submit it in order to obtain certain services or information, which may include, among others (A) registrations for special communications, such as saving a search for you and, but only if you request it, sending you new listings that fit the profile of your saved search; (B) requests to find a property, to list your property,

and to find a sales associate; (C) requests to contact us; (D) requests to receive periodic industry updates; and (E) requests to email a listing to a friend.

Requests to Find or List a Property and to Find a Sales Associate

If you submit a request through this Site to find or list a property or to find a sales associate, you will be asked to provide Personal Information and we refer this information to sales associates to respond to your request. For example, if you ask that we list your property or if you ask to see more listings in a given area, you will be directed to a sales associate.

Contacting Us

If you contact us, we collect Personal Information, which is retained or referred to an independent Franchisee or sales associate depending on the nature of your inquiry. If you are looking for a property or a sales associate, it is referred to a Franchisee or sales associate; if your inquiry or complaint requires a response from us, it is referred to the appropriate department for research and a response. The information we collect is not used in any other way and is not retained after one year.

Refer a Listing to a Friend

If you choose to send a listing to a friend, you will be asked to provide the friend's name and email address in order to personalize the email and to send the email. We do not store this information, and the information is used only to send the one-time referral email.

2. Collection of Non-Personal Information

Even if you do not send us any Personal Information, we collect information about how you use our site ("Non-Personal Information"). This information cannot be used to identify you personally and is explained in more detail below under "Non-Personal Information".

Cookies

A cookie is a small data file, often including an anonymous unique identifier, that is sent from a web site's computer and stored on your computer's hard drive. Use of cookies is common on the Internet. A web site can send its own cookie to your browser if your browser's preferences allow it, but (to protect your privacy) your browser permits a web site to access only the cookies it has already sent to you, not the cookies sent to you by other sites. You can configure your browser to accept all cookies, reject all cookies, or notify you when a cookie is sent. (Each browser is different, so check the "Help" menu of your browser to learn how to change your cookie preferences.) You can reset your browser to refuse all cookies or indicate when a cookie is being sent. But if you refuse cookies, some parts of the Site will not function properly and may not provide services or information you have requested. For example, without cookies, we will not be able to provide you with searches that you have asked us to save.

Non-Personal Information

Like many sites, we obtain Non-Personal Information such as IP (internet protocol) addresses, browser types, the name of your ISP (internet service provider), information about where a user comes from before arriving at our Site, what pages a user visits, the order of those pages, and the amount of time spent on each. A vendor performs this service for us by sending a cookie to gather this information, compile it, and report to us. We use Non-Personal Information to customize the advertising and content you see, improve our services, conduct research, and provide anonymous aggregated reporting for internal audits and third-parties.

3. Use of Information

We use the Personal Information and the Non-Personal Information we collect on the Site (A) to provide you with the services that you ask to receive through the Site, including saving searches and, if you request it, sending you updates about those searches; (B) to answer your questions or complaints; (C) to refer you to sales associates about finding or listing a property or to locate a sale associate; (D) to refer a listing to a friend; and (E) for analytical purposes to help us improve the Site and for our business generally. We may also use the Personal Information to send you periodic industry updates, to inform you about other services and products that may be available through us, our family of companies, or companies with which we have a marketing relationship, and to provide you a customer survey to assess your satisfaction with our services and products. We may allow others to provide audience measurement and analytics services for us, to serve advertisements on our behalf, and to track and report on the performance of those advertisements. These entities may use cookies, web beacons, SDKs, and other technologies to identify your device when you use the Site, as well as when you visit other online sites and services, and such services will be covered by the privacy policy of the respective third parties. We use Google Analytics and other such tracking mechanisms to collect information about the use of the Site. More information on Google Analytics – including how you can control the information sent to Google – can be found here: www.google.com/policies/privacy/partners/

4. Sharing Your Information

We reserve the right to share your Personal Information with our affiliated companies and marketing partners, as permitted by law, in order to fulfill our commitment of providing you with full service real estate brokerage services. We do share your Personal Information under the following circumstances:

- A.** Third party vendors we engage to provide services on our behalf, such as hosting, web-site development, and support, have access to Personal Information, but they have agreed not to disclose the Personal Information or to use it for any purpose other than providing the requested services.
- B.** There may arise special circumstances where it is necessary for us to disclose and use Personal Information and Non-Personal Information, such as: to enforce this Privacy Policy or any other part of our Terms and Conditions to protect our property or rights; to protect the safety of anyone; to investigate, prevent, or take action regarding illegal or improper activities; to carry out a merger or consolidation with another entity, a sale or transfer of some or all of our assets, or any similar transaction; or for other reasons we determine in good faith are necessary, appropriate, or required by law, such as when we respond to subpoenas, court orders, or other legal or administrative process. The Site contains links to third-party web sites, and may contain links to websites of our sales associates and others. If you hold your mouse over a link, it will indicate whether clicking the link will send you off our Site. When you click on those links, you will go to a third-party site where you will be subject to that site's privacy policy and we encourage you to read that policy policy. Please be aware that we are not responsible for the privacy practices of those other web sites and

we expressly disclaim any liability for their actions, including actions relating to the use and disclosure of Personal Information by those third parties. We remind you to be aware of when you leave our Site and enter a third-party web site, and again encourage you to read the privacy policy on any web site that collects your Personal Information.

5. Security

Our hosting services maintains its systems in accordance with reasonable industry standards to reasonably secure the information of its customers. However, no data transmission over the Internet can be guaranteed to be 100% secure. "Perfect security" does not exist on the Internet, and you use the Site at your own risk.

6. Correction/Updating Personal Information

If your Personal Information changes or if you no longer wish to use the Site, you may correct or update your Personal Information or unsubscribe from any industry updates you have requested by modifying or deleting your profile on the Site, writing to customer service at:

Customer Service
Dwight W. Andrus Real Estate, L.L.C.
500 Dover Blvd., Suite 110
Lafayette, LA 70503

or sending an email to info@dwightandrus.com.

7. Children

This Site is not directed to children under the age of 13 ("Children"), and we do not knowingly collect any information, including Personal Information, from Children.

8. Comments and Questions

If you have any questions or concerns about this Privacy Policy, please contact us by email at info@dwightandrus.com or by postal mail at:

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