

## Privacy Policy

MOSAIC LAW LLP ("MOSAIC LAW") is a law firm based in Washington D.C. This privacy policy explains how MOSAIC LAW collects, uses, and discloses information about you when you use our website, attend our events, or interact with us in other ways as described below. We are committed to safeguarding the privacy of visitors to our website. Please read this Privacy Policy to understand how we collect and use your personal information when you visit our website and what rights you have in relation to your personal information. By using this website and submitting information to MOSAIC LAW, you indicate acknowledgment of receipt of the notice below.

### 1. What Information We Collect:

You are not required to provide any personal information when visiting the publicly accessible pages on this website. However, we may collect personal information (including name, title, biographical information, social media identifiers, physical address, and email address) when you voluntarily submit it to us through the website, such as by applying for a position online or filling in a Contact Us form. We may also collect your personal information when you voluntarily submit it to us in the course of contacting us by email or telephone. In addition, we may receive your business contact information from you or another source in the course of our business.

Our website also gathers certain information about our site traffic for administrative and analytical purposes. This information may include your I.P. address, browser type, referring and exit pages, operating system, and dates/times of page views.

### 2. Cookies:

We use "cookies" on our website. A cookie is a small data file that the website writes to your device when you visit. A cookie can contain information such as a user I.D. that the site uses to track your visited pages. However, a cookie's only personal information is information you supply yourself. A cookie cannot read data off your hard disk or read cookie files created by other sites. We may use cookies to analyze visitor traffic patterns to improve visitor experience. We do not correlate this information with data about individual users.

The website uses both persistent and non-persistent cookies. Non-persistent cookies expire when you close your browser. We use non-persistent cookies to provide you with the best presentation of our content as you navigate our website. In contrast, a persistent cookie remains on your device for an extended period. We use persistent cookies to recall the information you have viewed on prior visits to the website. You can remove persistent cookies by following the directions provided through your Internet browser. Additionally, when visiting the website for the first time, an option allows you to manage the use of cookies.

### 3. Children:

Our website is not intended for children under 13 years of age. No one under the age of 13 may provide any information on the website. We do not knowingly collect personal information from children under 13 years of age. If we learn we have collected or received personal information from a child under 13 years of age, we will delete that information. If you believe we might have any information from or about a child under 13 years of age, please contact us at [info@mosaiclaw.com](mailto:info@mosaiclaw.com)

### 4. How We Use Your Information:

Some jurisdictions require that we explain the legal bases for our collection and processing of your personal information. Our legal bases include (i) contract (such as when you provide information in the process of applying for a position online); (ii) consent (such as when you agree to cookies through our banner); (iii) legitimate interest (such as our legitimate interest in promoting our services and customizing our website); and (iv) compliance with legal obligations.

We use your information to administer services and improve the website. Specifically, we use your information:

- To respond to requests for information from you;
- To ensure the efficient operation of the site;
- To authenticate your access to resources;
- To provide you with information that may be of interest to you or your business;
- To prepare collective and anonymous profiles of site users and their interests or behaviors by combining your personal information with that of all or a particular group of website users;

- To provide you with marketing information, we think it would be of interest if you have opted in to receive such communications. (You may opt out of receiving such marketing communications at any time).

#### 5. Transfers of Information and Disclosure to Third Parties:

##### a. Inter-Office Transfer:

For the purposes mentioned above, we may transfer your information to any office of the firm, including newly established offices in Dubai and the U.K. Please note that these offices may be located in countries that do not have similar data protection legislation as the European Economic Area (EEA). However, we assure you that the firm will always ensure a data protection level equivalent to that in the European Economic Area for processing your data. We will implement appropriate safeguards, such as standard data protection clauses as defined in Article 46 of the GDPR if the recipient is not located in a country considered to provide an adequate level of protection within the meaning of Article 45 of the GDPR.

##### b. Third-Party Service Providers:

We use various third parties to operate the website, including professional consulting, marketing, communications, and business development services providers. We may disclose personally identifiable information to such entities as needed for them to perform their specific tasks under our instructions, subject to this policy.

##### c. Analytics:

Our website uses Google Analytics to help collect and analyze certain information for the abovementioned purposes. You may learn more about Google Analytics data practices by clicking [here](#) and opt out of the use of cookies in web browsers by Google Analytics by clicking [here](#).

##### d. Legal Purposes:

We may disclose information as required by law or when we believe that such disclosure is necessary in connection with a judicial proceeding, to comply with a court order, law, or regulation applicable to us or the site, or as we determine to be necessary to protect our property, assert our legal rights, or protect the property or safety of any other person.

#### 6. Data Security:

To prevent unauthorized access, improper use or disclosure, unauthorized modification, unlawful destruction, or accidental loss, and to ensure the correct use of information, we employ physical, technical, and administrative procedures to safeguard this website and the personal information we collect online. We ensure that all our employees and any third parties we engage to process your personal information must respect its confidentiality. However, the transmission of information through the Internet is never 100% secure. Although we seek to protect your information as described above, we cannot guarantee the security of any information you transmit to the website or us, and you share such information at your own risk.

#### 7. Retention of Personal Data:

MOSAIC LAW LLP retains personal data for as long as necessary to provide the services and fulfill the transactions you have requested or for other business purposes, such as complying with our legal obligations, resolving disputes, and enforcing our agreements. We are required by law to keep certain types of information for specified periods (e.g., statute of limitations). If your personal data is no longer necessary for the legal or business purposes for which it is processed, we will generally destroy or anonymize that information.

#### 8. Storage and Transfer of Personal Data:

Personal data collected by MOSAIC LAW LLP may be stored and processed in your region, the United States, or any other country where MOSAIC LAW LLP, its affiliates, or contractors maintain facilities outside the European Union. We take steps to ensure that the data we collect under this Privacy Policy is processed pursuant to its terms and the requirements of applicable law wherever the data is located.

MOSAIC LAW LLP also collaborates with third parties, such as cloud hosting services and suppliers located worldwide, to serve the needs of our business, workforce, and customers. In some cases, we may need to disclose or transfer your personal data within MOSAIC LAW LLP or to third parties in areas outside of your home country. When doing so, we ensure that personal data is processed, secured, and transferred according to applicable law.

#### 9. Your European Union Privacy Rights (GDPR):

Under the General Data Protection Regulation (GDPR) (Regulation E.U. 2016/679), you have certain rights regarding your personally identifiable information if you are located in the European Union. These rights include:

- **Right to Access:** You have the right to request access to the personally identifiable information we hold about you. This includes the right to confirm whether or not we process your personal data and, if so, to obtain a copy of that personal data.
- **Right to Rectification:** You have the right to request the rectification of any inaccurate or incomplete personally identifiable information we hold about you.
- **Right to Erasure:** In certain circumstances, you may have the right to request the erasure of your personally identifiable information. This includes situations where the information is no longer necessary for the purposes for which it was collected or if you withdraw your consent and there is no other legal basis for processing.
- **Right to Restrict Processing:** You have the right to request the restriction of processing your personally identifiable information in certain circumstances. This means we will temporarily suspend processing your information, such as if you contest the accuracy of the data or if the processing is unlawful.
- **Right to Data Portability:** If applicable, you have the right to receive a copy of your personally identifiable information in a structured, commonly used, and machine-readable format. You also have the right to transmit this information to another controller without hindrance.
- **Right to Object:** In certain circumstances, you have the right to object to processing your personally identifiable information. This includes cases where the processing is based on legitimate interests or for direct marketing purposes.
- **Right to Withdraw Consent:** If we rely on your consent as the legal basis for processing your personally identifiable information, you have the right to withdraw your consent at any time. This withdrawal will not affect the lawfulness of processing based on consent before its withdrawal.

To exercise your rights or obtain more information about them, please contact us using the contact information provided below. Please note that to protect your privacy and the security of your personal information, we may need to verify your identity before fulfilling your requests.

#### 10. Your California Privacy Rights (California Business and Professions Code Section 22581):

Under California law, residents of California have certain privacy rights with respect to their personally identifiable information. If you are a California resident, you have the right to request information regarding the categories of personally identifiable information that we have disclosed to third parties for their direct marketing purposes, as well as the names and addresses of those third parties. To make such a request, please contact us at [info@mosaiclaw.com](mailto:info@mosaiclaw.com).

#### 11. Changes to the Privacy Policy:

We may update this Privacy Policy periodically to reflect changes in our practices and legal requirements. We will notify you of any material changes by posting the updated Privacy Policy on our website and updating the "Effective Date" at the top of the policy.

#### 12. Contact Us:

If you have any questions or concerns about this Privacy Policy or our privacy practices, please contact us at [info@mosaiclaw.com](mailto:info@mosaiclaw.com). Please provide your name, contact information, and a clear description of your request or concern. We will respond to your inquiries in a timely manner.