



228 State Route 18, East Brunswick, NJ 08816

## IAMTrusted Moving Company Data Privacy & Protection Policy

At Gridiron Forwarding Company Inc., we value your privacy. It is our policy to respect and protect your privacy, as well as comply with all applicable laws and regulations regarding any personal information we may collect from you while providing our services. This data privacy and protection policy (“policy”) also extends to our websites, email communications, and other digital channels that we operate.

This policy is effective as of June 5<sup>th</sup>, 2023 and was last updated on June 5<sup>th</sup>, 2023.

### Information We Collect

The information we collect encompasses both data that you knowingly and actively provide us when using or participating in any of our services, as well as any information that is automatically transmitted by your devices while accessing our products and services.

### Log Data

When you visit our website, your web browser may automatically provide our servers with standard data, which we log. This data may include your device’s Internet Protocol (IP) address, browser type and version, the pages you visit, the time and date of your visit, the length of time spent on each page, technical details that accompany any errors encountered, and other information about your visit. While this information may not personally identify you on its own, it could potentially be combined with other data to personally identify you.

### Personal Information

While providing our services, we may ask for and you may voluntarily provide us with personally identifiable information (PII) required for transaction documentation and official clearance requirements for individuals or family members who are relocating including:

- Name
- Email
- Address
- Phone/Mobile Number
- Employer Details
- Passport Related Information
- Phone/mobile number



## Legitimate Reasons for Processing Your Personal Information

We adhere to the principle of collecting and using your personal information only when we have a legitimate reason to do so. In such cases, we only collect the personal information that is reasonably necessary to provide our services for the duration required to deliver those services, as well as for regular record-keeping purposes.

## Collection and Use of Information

We may collect personal information from you when you do any of the following on our website:

- Fill out a form with information necessary to process an information request
- Sign up to receive updates from us via email, text or telephone
- When you mention us on social media

We may collect, hold, use, and disclose information for the following purposes, and personal information will not be further processed in a manner that is incompatible with these purposes:

- to enable you to customize or personalize your experience of our website;
- to contact and communicate with you;
- for analytics, market research, and business development, including to operate and improve our website, associated applications, and associated social media platforms;
- for advertising and marketing, including to send you promotional information about our products and services and information about third parties that we consider may be of interest to you;
- to consider your employment application;
- to enable you to access and use our website, associated applications, and associated social media platforms;
- for internal record keeping and administrative purposes;
- to comply with our legal obligations and resolve any disputes that we may have;
- for security and fraud prevention, and to ensure that our sites and apps are safe, secure, and used in line with our terms of use.

Please be aware that we may combine information we collect about you with general information or research data we receive from other trusted sources.

## Security of Your Personal Information

We collect and process personal information with due care, and we take commercially acceptable measures to safeguard it against loss, theft, unauthorized access, disclosure, copying, use, or modification, for as long as we keep it.

While we strive to protect the personal information you provide us, we cannot guarantee the security of any electronic transmission or storage method to be 100% secure. Nevertheless, we comply with all applicable laws concerning data breaches.



You are responsible for choosing a strong password and ensuring the security of your information within our services' limits.

### How Long We Keep Your Personal Information

We keep your personal information only for as long as necessary, depending on the purpose for which we collected it, as outlined in this privacy policy. If your personal information is no longer needed, we will either delete it or anonymize it by removing all identifying details.

However, we may need to retain your personal information to comply with a legal, accounting, or reporting obligation or for archiving purposes in the public interest, historical research purposes, or statistical purposes, if required.

### Children's Privacy

We do not intentionally direct our products or services towards children under the age of 13, and we do not knowingly collect personal information from children under the age of 13, except when such collection is required by government regulations related to documentation and clearance activities associated with our services.

### Disclosure of Personal Information to Third Parties

We may disclose personal information to:

- a parent, subsidiary, or affiliate partner of our company
- third party service providers for the purpose of enabling them to provide their services
- our employees, contractors, and/or related entities
- our existing or potential agents or business partners
- courts, tribunals, regulatory authorities, and law enforcement officers, as required by law, in connection with any actual or prospective legal proceedings, or in order to establish, exercise, or defend our legal rights

### International Transfers of Personal Information

We store and/or process the personal information we collect in locations where we or our partners, affiliates, and third-party providers operate facilities. Please note that the locations where we store, process, or transfer personal information may not have the same data protection laws as the country in which the information was originally provided. If we transfer personal information to third parties in other countries, we will: (i) perform those transfers in compliance with applicable law; and (ii) safeguard the transferred personal information in accordance with this privacy policy.

### Your Rights and Controlling Your Personal Information

You always have the right to withhold personal information from us, but please note that this may affect or prevent us from providing certain services. We will not discriminate against you for exercising any of



your rights regarding your personal information, and we will inform you clearly if we are unable to provide certain services due to the inability to collect or present specific personal information.

If you choose to provide us with personal information, you understand that we will collect, store, use, and disclose it in accordance with this privacy policy. You retain the right to request information about any personal information we hold about you.

If we receive personal information about you from a third party, we will protect it in accordance with this privacy policy. If you are a third party providing personal information about someone else, you must represent and warrant that you have obtained the individual's consent to provide us with their personal information.

If you have previously consented to us using your personal information for direct marketing purposes, you may withdraw your consent at any time. We will provide you with the ability to unsubscribe from our email database or opt-out of communications. Please be aware that we may need to verify your identity before processing your request.

If you believe that any of the information we hold about you is inaccurate, incomplete, irrelevant, or misleading, please contact us using the details provided in this privacy policy. We will take reasonable steps to correct any information found to be inaccurate, incomplete, misleading, or out of date.

If you believe that we have violated any relevant data protection laws and wish to file a complaint, please contact us using the details below and provide us with a detailed description of the alleged breach. We will promptly investigate your complaint and respond to you in writing, outlining the outcome of our investigation and the actions we will take to address your concerns. You also have the right to contact a regulatory body or data protection authority to lodge a complaint.

To access, correct, or update your account information, please log in to your account and edit your profile. If you have any requests that cannot be fulfilled through your account, please contact us using the information provided below.

You may also request that we delete your account and personal information. Please submit all requests for account deletion and personal information removal in writing to the following address: 228 State Route 18, East Brunswick, NJ 08816.



## Use of Cookies

We use cookies to gather information about activity on our website. A cookie is a small data file that our site saves on your computer and accesses each time you visit our site, allowing us to recognize you and personalize and improve your experience.

## Limits of Our Policy

Please note that our website may contain links to external sites that are not operated by us. We want to make it clear that we do not have any control over the content and privacy practices of these sites and cannot accept any responsibility or liability for them. We recommend that you review the privacy policies of these external sites before providing them with any personal information.

## Contact Us

For questions or concerns regarding this privacy policy, you may contact us:

E-mail: [commercial@grinmail.com](mailto:commercial@grinmail.com)

Phone: 732 246 7070