# cynetel

## Legal Matters Resolution

Last Revised: May 12th, 2022

### 11.1 Legal Obligations

**11.1** - At Cynetel Communications, we take our legal obligations seriously and are committed to protecting our customers' privacy and security. This policy outlines how we handle legal matters and requests for customer information.

#### 11.2 Scope

**11.2.1** - This policy applies to all legal matters and requests for customer information received by Cynetel, regardless of the source or nature of the request.

#### 11.3 Legal Requests for Customer Information

**11.3.1** - When we receive a legal request for customer information, such as a subpoena or court order, we will review the request carefully to ensure that it is valid and that we are permitted to disclose the information. If the request is valid, we will comply with it to the extent required by law.

**11.3.2** - If we receive a request for customer information, we will notify our customers in the event that we are legally permitted to do so. We will provide as much information as we are permitted to disclose, and we will do so in a timely and clear manner.

**11.3.3** - In some cases, we may be prohibited by law from notifying our customers of a legal request for their information. In such cases, we will still review the request carefully to ensure that it is valid and that we are permitted to disclose the information.

### 11.4 Protection of Customer Information

**11.4.1** - We take the protection of our customers' data seriously and will always take appropriate measures to protect it. We will comply with all applicable laws and regulations related to data privacy and security.

**11.4.2** - We will not disclose any customer information unless we are legally required to do so or unless the customer has given us explicit written permission to do so.

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**11.4.3** - If we receive a legal request for customer information, we will only disclose the information that is required by law. We will not provide any additional information beyond what is required by law.

#### 11.4.4 - Contact Information

If you have any questions or concerns about this Legal Matters Policy, please contact

For more information on Legal Matters contact us at 1-949-427-5000 (service hours are Monday-Friday, 8-5 Pacific Time, except holidays) or email us at <u>legalmatters@cynetel.com</u>. You may also write to us at:

Cynetel Communications 26632 Towne Centre Drive #300

Foothill Ranch, CA 92610

Attn: Legal Department

#### 11.5 Conclusion

**11.5.1** - We take our legal obligations seriously and are committed to protecting and safeguarding our customers' privacy and security. We will always comply with applicable federal or local laws and regulations related to legal matters and requests for customer information. If you have any questions or concerns about how we handle legal matters, please do not hesitate to contact us using the information provided above.