

## Consumer Privacy Rights Request Form

If you are a resident of California, Colorado, Connecticut, Virginia or Utah, you may be able to make a data deletion request, data portability request, correction request and/or information disclosure request by indicating below, and providing the requisite information. For additional discussion of your privacy rights, please visit our Privacy Policy by [Clicking Here](#).

\* denotes required fields

**First Name: \***

**Street Address: \***

**Last Name: \***

**City: \***

**E-mail: \***

**State: \***

**Zip/Postal Code: \***

Please select one: \***[For these requests, you must acknowledge receipt within ten (10) business days. Unless the subject consumer fails to verify her/his identity, or you otherwise have a good-faith, reasonable and documented belief that the request is fraudulent, you must honor this request within forty-five (45) days of receipt of same]**

Data Deletion Request **[NOTE: THIS SHOULD BE A TWO-STEP PROCESS, WHERE YOU ASK THE USER TO CONFIRM AFTER RECEIPT OF A VERIFIABLE REQUEST TO DELETE]**

Data Portability Request (the specific information that we have collected about you) **[NOTE: THIS SHOULD BE A TWO-STEP PROCESS, WHERE YOU ASK THE USER TO CONFIRM AFTER RECEIPT OF A VERIFIABLE DATA PORTABILITY REQUEST]**

Information Disclosure Request (where we collected your information from, to which categories parties we shared it with, the associated business purposes for each and additional required disclosures)

Information Correction Request (you can request that we correct the personal information that we have on file for you)

**Describe your request with sufficient detail that allows us to properly understand, evaluate and respond to it:**

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- Users with disabilities (and any other users) who wish to make a data deletion request, data portability request, correction request and/or information disclosure request can also contact us by emailing us at: **[INSERT E-MAIL ADDRESS]**; or sending us mail to: **[INSERT MAILING ADDRESS]**.
- Where you make a data deletion request, data portability request, correction request and/or information disclosure request through an authorized agent, we will require that you or the authorized agent provide us with a valid written authorization executed by both parties, with the validity of such document determined by us in our reasonable, good faith discretion. Please submit such documentation to us at: **[INSERT E-MAIL ADDRESS]**; or **[INSERT MAILING ADDRESS]**.
- Making a verifiable consumer request does not require you to create an account with us. However, we do consider requests made through your password protected account sufficiently verified when the request relates to personal information associated with that account. **[NOTE: ACCOUNT-BASED VERIFICATION SHOULD BE A TWO-STEP PROCESS, WHERE YOU ASK THE CONSUMER TO RE-AUTHENTICATE HER/HIMSELF BEFORE ACTING ON THE REQUEST]**
- We will only use personal information in a verifiable consumer request to verify the requestor's identity or authority to make the request.
- You may only make a verifiable consumer request for access or data portability twice within a twelve (12)-month period.