

Privacy Policy

This privacy policy applies to information collected online from users of this website. In this policy, you can learn what kind of information we collect, when and how we might use that information, how we protect the information, and the choices you have with respect to your personal information.

What personal information is collected through this website and how is it used?

We collect information about our users in three ways: directly from the user, from our Web server logs and through cookies. We use the information primarily to provide you with a personalized Internet experience that delivers the information, resources, and services that are most relevant and helpful to you. We don't share any of the information you provide with others, unless we say so in this Privacy Policy, or when we believe in good faith that the law requires it.

User-supplied information: If you fill out the "contact" form on this website, we will ask you to provide some personal information (such as e-mail address, name, phone number and state). We only require that you provide an e-mail address on the contact form. Further, if chat is available through this site, you may be asked to provide information if you participate in an online chat. Please do not submit any confidential, proprietary or sensitive personally identifiable information (e.g. Social Security Number; date of birth; drivers license number; or credit card, bank account or other financial information) (collectively, "Sensitive Information"). If you submit any Sensitive Information, you do so at your own risk and we will not be liable to you or responsible for consequences of your submission.

Information that you provide to us through the contact form or an online chat will be used so that we may respond to your inquiry. We may also use information you provide to us to communicate with you in the future. If you do not wish to receive such communications, you may opt out (unsubscribe) as described below.

Web server logs: When you visit our website, we may track information about your visit and store that information in web server logs, which are records of the activities on our sites. The servers automatically capture and save the information electronically. Examples of the information we may collect include:

- your unique Internet protocol address;
- the name of your unique Internet service provider;
- the town/city, county/state and country from which you access our website;
- the kind of browser or computer you use;
- the number of links you click within the site;
- the date and time of your visit;
- the web page from which you arrived to our site;
- the pages you viewed on the site; and
- certain searches/queries that you conducted via our website(s).

The information we collect in web server logs helps us administer the site, analyze its usage, protect the website and its content from inappropriate use and improve the user's experience.

Cookies: In order to offer and provide a customized and personal service, our websites and applications may use cookies and similar technologies to store and help track information about you. Cookies are simply small pieces of data that are sent to your browser from a Web server and stored on your computer's hard drive. We use cookies to help remind us who you are and to help you navigate our sites during your visits. Cookies also can tell us where visitors go on a website and allow us to save preferences for you so you won't have to re-enter them each time you visit. The use of cookies is relatively standard. Most Internet browsers are initially set up to accept cookies, but you can use your browser to either notify you when you receive a cookie or to disable cookies.

If you wish to disable cookies from this site, you can do so using your browser. You should understand that some features of many sites may not function properly if you don't accept cookies. For more information about using browsers to manage cookies, please see [All About Cookies](#). You can also refuse to accept Flash cookies from this website using Adobe's Flash management tools. You can opt out of Google's use of cookies by visiting [Google's Ad Settings](#).

By visiting this website, you consent to the use of cookies and similar technologies in accordance with this Privacy Statement.

Third-party Services: We may use services hosted by third parties, including Adobe Site Catalyst, to assist in providing our services and to help us understand the use of our site by our visitors. These services may collect information sent by your browser as part of a web page request, including your IP address or cookies. If these third-party services collect information, they do so anonymously and in the aggregate to provide information helpful to us such as website trends, without identifying individual visitors.

In addition, we may use services provided by third parties to display relevant content, products, services and advertising to you. These third parties may use cookies, web beacons and similar technologies to collect or receive information from this website and elsewhere on the internet. They may then use that information to provide measurement services so we can understand your interests and retarget advertisements based on your previous visits to this website. Please keep in mind that we do not share your personal information with any third-party advertiser, ad server or ad network.

You may be able to opt-out of the collection and use of information for ad targeting by some third parties by visiting www.aboutads.info/choices. You can opt out of Google's use of cookies by visiting [Google's Ad Settings](#). You can visit this [page](#) to opt out of AdRoll's and their partners' targeted advertising. Please see "Cookies" in the section above for more information on how you can control the use of cookies on your computer.

California Do Not Track: Our web services do not alter, change, or respond upon receiving Do Not Track (DNT) requests or signals in browsers. As described in more detail above, we track user activity using web server logs, cookies and similar technologies. Information collected in web server logs helps us analyze website usage and improve the user's experience. Cookies allow us to offer you a customized experience and present relevant advertising to you.

How is personal information protected?

We take certain appropriate security measures to help protect your personal information from accidental loss and from unauthorized access, use or disclosure. However, we cannot guarantee that unauthorized persons will always be unable to defeat our security measures.

Who has access to the information?

We will not sell, rent, or lease mailing lists or other user data to others, and we will not make your personal information available to any unaffiliated parties, except as follows:

- to agents, website vendors and/or contractors who may use it on our behalf or in connection with their relationship with us;
- if we are unable to assist with your matter, but know an unaffiliated attorney or firm that may be able to help you, we may refer you and share information you provided us with that party; and
- as required by law, in a matter of public safety or policy, as needed in connection with the transfer of our business assets (for example, if we are acquired by another firm or if we are liquidated during bankruptcy proceedings), or if we believe in good faith that sharing the data is necessary to protect our rights or property.

How can I correct, amend or delete my personal information and/or opt out of future communications?

You may opt out of any future contacts from us at any time. Contact us via the phone number, contact form or mailing address on our website at any time to:

- see what data we have about you, if any;
- change/correct any data we have about you;
- ask us to delete any data we have about you; and/or
- opt out of future communications from us.

If you have any additional questions or concerns about this privacy policy, please contact us via the phone number, contact form or mailing address listed on this website. If our information practices change in a significant way, we will post the policy changes here.

Effective September 14, 2015

Privacy Policy As It Applies To The General Data Protection Regulation (GDPR)

Meyner and Landis LLP (collectively, "our Firm" or "we") aim to ensure that our clients, their employees, and any affected data subjects ("you") are informed about the security and use of the personal information that we receive and process on your behalf.

Accordingly, this Privacy Notice ("Privacy Notice") is intended to inform you about our Firm's privacy practices. It describes the types of personal information we collect, how we may use that information, with whom it may be shared and the measures taken to ensure its security.

In addition, we provide information on how to contact us to: (1) exercise your right to object to the processing of certain aspects of your personal information in accordance with applicable laws; (2) access, correct, or delete your personal information; (3) ask any questions you may have about our privacy practices.

In some instances we are engaged directly by corporations or businesses, which results in the processing of employee information at their request. Where we refer to "employer" below, it is in these circumstances where corporations or other business groups have engaged us to act. You may at any time, if you prefer, address any concerns directly to your employer, where applicable.

Personal Information We Collect and How We Use It

PERSONAL INFORMATION WE COLLECT ABOUT YOU

Our Firm may collect certain personal information about you and, if required, your family members and employer for the purposes of providing immigration law consulting and related legal services. We will not be able to provide the services requested if we are not provided with all relevant personal information. Below are set forth the purposes for which personal information is used and examples of the types of information that may be required. If, through the course of our representation, you and/or your employer request additional services, such as visa extensions, permanent residency applications and changes in employment, we may be required to collect additional types of personal information to provide the requested services.

CLIENT SERVICES

For purposes of providing client services, including the applicable legal services, and/or immigration consulting services you and/or your employer request, our Firm must necessarily collect and process personal information such as name, address, telephone number, date of birth, marital status, passport number, employment history, educational background, job title and function, and immigration status. Where required for the service, our Firm collects certain personal documents such as passport copies, educational documents (e.g., transcripts), CVs, visa stamps, birth certificates, and other documents.

We obtain the personal information from a number of sources, such as through our online portals, online questionnaires and forms you complete, and other information you provide directly to us, including by email or in conversation with one of our attorneys or paralegals, outside consultants and staff. In addition, we obtain personal information from third-party sources, such as former employers, educational institutions you attended, relocation companies, and your current or prospective employers. We use this information to provide U.S. immigration-related legal services, including analyzing, completing and processing immigration, visa and related filings and submissions to relevant government agencies, providing legal and consultative advice as to eligibility to obtain immigration benefits, and assisting with relocation and other expatriate issues.

In many instances such as visa extensions, permanent residency, and other cases related to changes in employment, the services we provide require follow-up services. If such follow-up is required, the information we have collected previously is used to provide the additional related services for which we have been engaged.

In addition to providing you or your employer with our services, we process personal information to comply with our legal and regulatory obligations including record-keeping requirements.

PRE-EMPLOYMENT VERIFICATION

Certain countries require verification of new employees' employment eligibility at the time of hire. Examples of such requirements include the Immigration Reform and Control Act of 1986 ("IRCA"), pursuant to which our Firm may be

asked to collect and/or process and/or review your personal information such as your name, email address, home address, military service, and citizenship status.

INFORMATION REQUESTS

If you request information about our services directly through our website, you may choose to provide personal information such as your name, address, email address and telephone number. We use your information to respond to your request.

LAWLOGIX - OUR WEB-BASED CASE MANAGEMENT SYSTEM

Our Firm's online case management system, provided by LawLogix, Inc., a division of Hyland Software, is a cloud-based tool that offers U.S. immigration and compliance solutions. Both designated human resource personnel and foreign nationals will have secure access to the site, which will allow a review of status of all pending matters, provide the date and brief description of the most recent activity on the file (e.g., date draft of application sent to client for review; date execution documents sent to client; date of filing of any application/petition with DOL/USCIS/U.S. Consulate abroad; date of receipt from government agency with receipt number; date of approval of petition/application). A foreign national will only have access to his/her individual case.

SENSITIVE PERSONAL INFORMATION

IMMIGRATION SERVICES

The U.S. Government (via U.S. Department of Homeland Security) requires the collection and processing of a wide variety of personal information from foreign nationals seeking to enter the country and obtain immigration benefits such as employment authorization and/or residency status. The U.S. Department of Homeland Security ("DHS") requires this information for reasons such as the protection of borders, health, sovereignty, national security, and the regulation of its local employment market. Certain categories of personal information may be considered "sensitive" and are subject to a higher level of data protection. These categories may include race or ethnic origin, sexual orientation, physical or mental health or condition, and data relating to offenses and/or criminal convictions, and biometric data, such as fingerprints, when used to uniquely identify you.

In the context of the immigration services we provide, our Firm collects sensitive personal information when the submission of such data is necessary to comply with the legal obligations of the United States in connection with the immigration benefit(s) you are seeking. In addition, our Firm may need to inquire about certain sensitive information in order to provide legal or consultative advice as to your eligibility to travel to or obtain an immigration benefit from a specific country. For instance, we may need to ask whether you have been previously convicted of any criminal offenses, have certain political affiliations, or other personal matters when the local applicable immigration laws would require such data for purposes of preparing an application or petition on your behalf or evaluating whether certain personal information would bar you from entering the country. In some instances, the laws of EU member states require that we process sensitive personal information for these purposes as permitted by the terms of the GDPR; on other occasions we will ask for your explicit consent to process this data.

INFORMATION WE SHARE

We will not sell, share, transfer, rent, use, or distribute your information for purposes other than those disclosed here unless required by law or as authorized by you or your employer. We share the information you provide among your current or prospective employer or a third party as your employer instructs us, as appropriate or necessary in

connection with the services (such as your employer's relocation service), or to protect the interests of any person, where permitted by applicable law. Where our services are retained by your employer on your behalf, we share your personal information as instructed by your employer, for tax purposes, to assist you in obtaining relocation services, and for any other purpose required to provide the services as permitted by applicable law.

In addition, as part of the immigration consulting and legal services we have been directed to provide, our Firm discloses personal information to government agencies, your former, current, or prospective employer and its related entities. In order to obtain immigration benefits on your or your employer's behalf, we will disclose personal information to government agencies and immigration authorities.

We also share the information with certain service providers we have retained in connection with the services we provide, such as translators, education evaluation services, couriers, or other necessary entities. We take steps to require that service providers protect the information consistently with this Privacy Notice. These service providers are authorized to use the information only as necessary to perform services on our behalf or to comply with law or legal process. Where we have knowledge that a service provider processes your personal information in a manner contrary to this Privacy Notice, we will take reasonable steps to prevent or stop the processing. In addition, we will disclose information about you: (1) if we are required to do so by law or legal process, (2) to law enforcement authorities or other government officials, (3) when we believe disclosure is necessary or appropriate to prevent physical harm or financial loss in connection with an investigation of suspected or actual illegal activity; or (4) if necessary to protect the vital interests of any person.

HOW WE PROTECT PERSONAL INFORMATION

We seek to ensure that any personal information that we hold about you is accurate, complete, current and otherwise reliable based on data you or an employer provide in order to provide the immigration consulting and legal services. We seek to collect only that personal information that is adequate, relevant and not excessive for these purposes.

We maintain appropriate administrative, technical, organizational, and physical safeguards to protect against loss, misuse or unauthorized access, disclosure, alteration, or destruction of personal information.

We educate our employees and strive to maintain appropriate standards of conduct with regard to the protection of personal information.

We take steps to require that third parties who assist in our provision of services abide by all applicable privacy and data protection laws and prohibit them from using your information other than in connection with the services they have been engaged to provide.

We retain personal information for only as long as we need it to provide the services you or your employer has requested, for our own administration and internal purposes, and for any periods that are mandated by law or otherwise agreed to with our clients, after which, we take steps to delete or anonymize the information.

INFORMATION WE TRANSFER

When we transfer your information to other countries, we will use, share and safeguard that information as described in this Privacy Notice. We transfer personal information to third countries where it is necessary to provide you the service you (or your employer) requested. For example, the Government requires certain personal information in order to review applications, screen foreign nationals, issue visas and other work authorization documents, etc. We may also provide your personal information to local advisors, translators and other service providers where it is necessary to provide the service you requested.

YOUR CHOICES AND RIGHTS

As set out above, our Firm may collect certain information about you in conjunction with providing immigration consulting and legal services. We will respect your decision if subsequently your employer informs us or, where you instruct us directly, you inform us that you wish to opt-out of personal information.

We also will assist our clients to provide you, or provide you directly, where appropriate, with access to your personal information and, as applicable, with the ability to review and correct inaccuracies, delete unnecessary personal information, and receive a copy of your personal information in a structured machine-readable format. We may, where applicable, use reasonable efforts to assist your employer in responding to a request to access, correct, delete or restrict processing of your personal information or, where required by law, to respond directly to such a request within a reasonable period of time. In the event that either you or your employer informs us in writing that you wish to opt-out of future processing of personal information we will respect your request.

To help protect your privacy and the security of your information, our Firm takes reasonable steps to verify your identity before granting access to information. Where we rely solely on your consent, you may withdraw it at any time. You may also object to processing that is based on our legitimate interests alone. In such instances, our business interests must be found to be compelling and to not jeopardize your individual rights before further processing may continue. To exercise these rights, please contact your employer or our Firm, as applicable. If you have unresolved concerns, where provided by local law, you may have the right to complain to a data protection authority where you reside, where you work or where you believe there has been an infringement of data protection laws.

UPDATES TO OUR PRIVACY NOTICE

This Privacy Notice may be updated periodically without prior notice to you to reflect changes in our information practices. We will post a notice on our applicable websites or materials to advise of any significant changes to our Privacy Notice and indicate in the notice when it was most recently updated. In certain countries, additional or different procedures not inconsistent with this Privacy Notice may apply as necessary to satisfy local legal requirements.

Effective May 24, 2018

HOW TO CONTACT US

If you have any questions or comments about this Privacy Notice, please contact us by email at asiliato@meyner.com You also may write to us at:

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Counsellors at Law

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