

**TERRA ORB SOLUTIONS - ARK HUMAN RESOURCES SYSTEM
COOKIE EXCERPT OF PRIVACY POLICY - 04/12/2020**

Please note that this Policy does not govern the collection and use of information by companies that Terra Orb LLC does not control, nor by individuals not employed or managed by us. If you visit a website that we mention or link to, be sure to review its privacy policy before providing the site with information.

It is highly recommended and suggested that you review the privacy policies and statements of any website you choose to use or frequent to better understand the way in which websites garner, make use of and share the information collected. Specifically, this Policy will inform you of the following 1. What personally identifiable information is collected from you through our website; 2. Why we collect personally identifiable information and the legal basis for such collection; 3. How we use the collected information and with whom it may be shared; 4. What choices are available to you regarding the use of your data; and 5. The security procedures in place to protect the misuse of your information.

Information We Collect

It is always up to you whether to disclose personally identifiable information to us, although if you elect not to do so, we reserve the right not to register you as a user or provide you with any products or services. This website collects various types of information, such as: · Voluntarily provided information which may include your name, address, email address, billing and/or credit card information etc. which

may be used when you purchase products and/or services and to deliver the services you have requested.

Information automatically collected when visiting our website, which may include cookies, third party tracking technologies and server logs. In addition, Terra Orb LLC may have the occasion to collect non-personal anonymous demographic information, such as age, gender, household income, political affiliation, race and religion, as well as the type of browser you are using, IP address, or type of operating system, which will assist us in providing and maintaining superior quality service.

Terra Orb LLC may also deem it necessary, from time to time, to follow websites that our users may frequent to gleam what types of services and products may be the most popular to customers or the general public. Please rest assured that this site will only collect personal information that you knowingly and willingly provide to us by way of surveys, completed membership forms, and emails. It is the intent of this site to use personal information only for the purpose for which it was requested, and any additional uses specifically provided for on this Policy.

Why We Collect Information and For How Long

We are collecting your data for several reasons: · To better understand your needs and provide you with the services you have requested; · To fulfill our legitimate interest in improving our services and products; · To send you promotional emails containing information we think you may like when we have your consent to do so; · To contact you to fill out surveys or

participate in other types of market research, when we have your consent to do so; · To customize our website according to your online behavior and personal preferences. The data we collect from you will be stored for no longer than necessary. The length of time we retain said information will be determined based upon the following criteria: the length of time your personal information remains relevant; the length of time it is reasonable to keep records to demonstrate that we have fulfilled our duties and obligations; any limitation periods within which claims might be made; any retention periods prescribed by law or recommended by regulators, professional bodies or associations; the type of contract we have with you, the existence of your consent, and our legitimate interest in keeping such information as stated in this Policy.

Use of Information Collected

Terra Orb LLC does not now, nor will it in the future, sell, rent or lease any of its customer lists and/or names to any third parties. Terra Orb LLC may collect and may make use of personal information to assist in the operation of our website and to ensure delivery of the services you need and request. At times, we may find it necessary to use personally identifiable information as a means to keep you informed of other possible products and/or services that may be available to you from www.terraorb.xyz Terra Orb LLC may also be in contact with you with regards to completing surveys and/or research questionnaires related to your opinion of current or potential future services that may be offered.

Disclosure of Information

Terra Orb LLC may not use or disclose the information provided by you except under the following circumstances: · as necessary to provide services or products you have ordered; · in other ways described in this Policy or to which you have otherwise consented; · in the aggregate with other information in such a way so that your identity cannot reasonably be determined; · as required by law, or in response to a subpoena or search warrant; · to outside auditors who have agreed to keep the information confidential; · as necessary to enforce the Terms of Service; · as necessary to maintain, safeguard and preserve all the rights and property of Terra Orb LLC.

How to Contact Us If you have any questions or concerns regarding the Privacy Policy Agreement related to our website, please feel free to contact us at the following email, telephone number or mailing address.

Email: information@terraorb.xyz Telephone Number: 888-839-2680 Mailing Address: Terra Orb LLC 3850 Gaskins Rd., Ste. 120 Henrico, Virginia 23233