

## ENGINEERED FLOORS, LLC

### Privacy Policy Notice for California Residents

**Last modified:** June 2021

This Privacy Policy Notice for California Residents (this “**Privacy Notice**”) supplements the information contained in Engineered Floors, LLC’s (“**Company**,” “**we**,” “**our**,” or “**us**”) Privacy Policy (“**Privacy Policy**”) and applies to all customers, suppliers, distributors, visitors, users, and other persons or entities who reside in the State of California (“**you**”) and meet the definition of “**Consumer**” under the California Consumer Privacy Act of 2018 (the “**CCPA**”). We adopt this Privacy Notice to comply with the CCPA. Any terms defined in the CCPA and in our Privacy Policy have the same meaning when used in this Privacy Notice.

Where noted in this Privacy Notice, the CCPA temporarily exempts Personal Information reflecting a written or verbal business-to-business communication (“**B2B personal information**”) from some of its requirements.

**Information We Collect.** The Company’s Privacy Policy describes the personal information (“Personal Information”) that we collect, the sources from which we collect it, the purposes for which we use it, the limited circumstances under which we share it, and with whom we share it. These disclosures are required by the CCPA. In particular, we have collected the following CCPA categories of Personal Information within the last twelve (12) months:

<b>Category</b>	<b>Examples</b>	<b>Collected</b>
A. Identifiers	Such as your name, address, internet protocol address, email address, account name, social security number, or other similar identifiers.	Yes
B. Personal information categories	Such as your signature, social security number, telephone number, bank, credit card or debit card number, other financial information or other personal information categories listed Cal. Civ. Code § 1798.80(e).	Yes
C. Protected Classifications	Age, race, color, ancestry, national origin, citizenship, or other protected classification characteristics under California or federal law.	No
D. Commercial information	Such as records of products or services purchased.	Yes
E. Biometric information	Such as keystroke, voice, etc.	No
F. Internet or network activity	Such as browsing history, search history, etc.	Yes
G. Geolocation data	Such as physical location.	Yes
H. Sensory data	Such as audio, electronic, visual information, etc.	Yes
I. Professional or employment-related information	Such as current or past job history.	No
J. Non-public education information	Such as grades, transcripts, etc.	No
K. Inferences drawn from other personal information	Such as your preferences, characteristics, etc..	No

**Use of Personal Information.** We may share or disclose the Personal Information we collect for one or more of the purposes described in our Privacy Policy.

**Sharing Personal Information.** In the preceding twelve (12) months, Company has not disclosed Personal Information for a business purpose.

In the preceding twelve (12) months, Company has not sold Personal Information.

**Your Rights and Choices.** The CCPA provides California residents with specific rights regarding their Personal Information. This section describes your CCPA rights and explains how to exercise those rights.

***Right to Know and Data Portability.*** You have the right to request that we disclose certain information to you about our collection and use of your Personal Information over the past 12 months (the “**Right to Know**”). Once we receive your Right to Know request and confirm your identity, we will disclose to you:

- The categories of Personal Information collected about you;
- The categories of sources of Personal Information collected about you;
- Our business or commercial purpose for collecting that Personal Information;
- The categories of third parties with whom we share that Personal Information;
- If we disclosed your Personal Information for a business purpose, a lists disclosing our disclosures for a business purpose that identifies the Personal Information categories that each category of recipient obtained; and
- The specific pieces of Personal Information we collected about you.

We do not provide a Right to Know disclosure for Business to Business (“**B2B**”) Personal Information.

***Right to Delete.*** You have the right to request that we delete any of your Personal Information that we collected from you and retained, subject to certain exceptions (the “**Right to Delete**”). Once we receive your request to delete and confirm your identity, we will review your request to see if an exception allowing us to retain the information applies. We may deny your deletion request if retaining the information is necessary for us or our service provider(s) to:

- Complete the transaction for which we collected the Personal Information, provide a good or service that you requested, take actions reasonably anticipated within the context of our ongoing business relationship with you, fulfill the terms of a written warranty or product recall conducted in accordance with federal law, or otherwise perform our contract with you;
- Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity, or prosecute those responsible for such activities;
- Comply with a legal obligation; or
- Make other internal and lawful uses of that information that are compatible with the context in which you provided it.

We do not provide these deletion rights for B2B Personal Information.

***Exercising Your Rights to Know or Delete.*** To exercise your Right to Know or Right to Delete described above, please submit a request by either:

- Calling us at (855) 343-5667
- Emailing us at [questions@engineeredfloors.com](mailto:questions@engineeredfloors.com)
- Mailing us at P.O. Box 2207, Dalton, GA 30722

Only you, or someone legally authorized to act on your behalf, may make a request to Right to Know or Right to Delete related to your Personal Information.

You may only submit a request twice within a 12-month period. Your request to Right to Know or Right to Delete must:

- Provide sufficient information that allows us to reasonably verify you are the person about whom we collected Personal Information or an authorized representative; and
- Describe your request with sufficient detail that allows us to properly understand, evaluate, and respond to it.

We cannot respond to your request or provide you with Personal Information if we cannot verify your identity or authority to make the request and confirm the Personal Information relates to you. We will only use Personal Information provided in the request to verify the requestor’s identity or authority to make it.

***Response Timing and Format.*** We endeavor to substantively respond to a verifiable consumer request within forty-five (45) days of its receipt. If we require more time (up to another 45 days), we will inform you of the reason and extension period in writing. We will deliver our written response by mail or electronically in the manner in which we received it from you.

Any disclosures we provide will only cover the 12-month period preceding our receipt of your request. The response we provide will also explain the reasons we cannot comply with a request, if applicable.

We do not charge a fee to process or respond to your verifiable consumer request unless it is excessive, repetitive, or manifestly unfounded. If we determine that the request warrants a fee, we will tell you why we made that decision and provide you with a cost estimate before completing your request.

**Other California Privacy Rights.** California’s “**Shine the Light**” law (Civil Code Section § 1798.83) permits users of the Website that are California residents to request certain information regarding our disclosure of Personal Information to third parties for their direct marketing purposes. We do not disclose your Personal Information to third parties for their direct marketing purposes.

**Changes to Our Privacy Notice.** We reserve the right to amend this Privacy Notice or our Privacy Policy at our discretion and at any time. When we make changes to this Privacy Notice, we will post the updated notice on the Website and update the notice’s effective date. Your continued use of the Website or continued interaction or communication with the Company following the posting of changes constitutes your acceptance of such changes.

**Contact Information.** If you have any questions or comments about this Privacy Notice, the ways in which the Company collects and uses your information described herein and in the Privacy Policy, or your choices and rights regarding such use, or wish to exercise your rights under California law, please do not hesitate to contact us at:

**Phone:** (855) 343-5667

**Website:** [www.engineeredfloors.com](http://www.engineeredfloors.com)

**Email:** [questions@engineeredfloors.com](mailto:questions@engineeredfloors.com)

**Postal Address:**

Engineered Floors  
Attn: Corporate Secretary  
P.O. Box 2207  
Dalton, GA 30722

If you need to access this Privacy Notice in an alternative format due to having a disability, please contact [questions@engineeredfloors.com](mailto:questions@engineeredfloors.com) and (855) 343-5667.