

## ONLINE PRIVACY POLICY

Last updated January 1, 2020. This version replaces the November 1, 2018 version in its entirety.

### **Your Acceptance of This Online Privacy Policy**

This Site is owned and operated by Musco Sports Lighting, LLC, together with its subsidiaries, sisters and/or parent companies (hereinafter “Musco”, “we”, “us”, or “our”). This Online Privacy Policy (this “Policy”) describes the information we collect from or about you through the Musco-owned websites and mobile applications on which it is posted (collectively referred to as this “Site”). It also describes how we use and share that information and some of the steps we take to protect your privacy. Your use of any Musco website or service that references an online privacy policy is subject to this Policy. Please note that your continued use of this Site constitutes your affirmative agreement to this Policy. If you do not consent to the collection, use, and disclosure of your personal information as described in this Policy, please exit this Site immediately and do not use this Site.

Your physical location may differ from the physical location of a server hosting this Site, and the physical location where your personal information submitted to or collected by this Site is collected, used, transferred, or stored, may differ from your physical location, the physical location of a server hosting this Site, or both your physical location and the physical location of a server hosting this Site. Please note that your use of this Site constitutes your affirmative agreement to the collection, use, transfer, or storage (collectively “processing”) of your personal information in the United States of America or in any other country in the world. If you do not agree to the processing of your personal information anywhere in the world as described in this Policy, please exit this Site immediately and do not use this Site.

### **The Personal Information We Collect and Use of Such Personal Information**

Musco has during the past twelve months and continues to collect various types of personal and non-personal information. Personal information is information that Musco can use to identify you as a natural person, including (i) identifiers such as your name, address, email address, and phone number; (ii) internet or other electronic network activity information, as more fully described below; and (iii) professional or employment information provided to us by you. Non-personal information is any information that does not identify a natural person and includes such things as a business name, address, website, phone number or email.

*Information You Volunteer.* We collect the personal and non-personal information you knowingly and voluntarily provide when you use our Site; for example, the information you provide when you submit questions and comments via the Request Information Form page, or submit an employment application.

*Information Sent to Us by Your Web Browser.* We collect information that is sent to us automatically by your web browser. This information typically includes your IP address, the address of the web page you were visiting when you accessed our Site, the name of your operating system, the name and version of your browser, and the date and time of your visit. The information we receive depends on the settings on your web browser. Please check your browser if you want to learn what information your browser sends or how to change your settings.

The information provided by your browser does not identify you personally. We use this non-personal information primarily to create statistics that help us improve our Site and make it more compatible with the technology used by our visitors. However, if you have created a user identity on one of your visits to a Musco website, or if you access a Musco website by clicking on a link in an email we have sent you, we may link the information provided by your browser to information that identifies you personally. In addition, we may review our server logs for security purposes, such as detecting intrusions into our network. If we suspect criminal activity, we might share our server logs – which contain visitors’ IP addresses – with the appropriate investigative authorities who could use that information to trace and identify individuals.

*Information We Collect Using Cookies and Other Web Technologies.* Like many commercial sites, we use “cookies,” and similar technologies to collect information and manage our Site. A cookie is a small text file that is placed on your hard drive by a web server. Cookies cannot be used to install computer programs or deliver viruses to your computer. We may use two types of cookies – session cookies and persistent cookies.

A session cookie assigns a randomly-generated, unique identification number to your computer when you access our Site. A session cookie expires after you close your browser. Generally, we use session cookies to collect information about the ways visitors use our Site – which pages they visit, which links they use, and how long they stay on each page (collectively “clickstream data”). Session cookies may also be used to facilitate your interactions with our Site. We do not link clickstream data with any information that identifies you personally.

We may also use persistent cookies. These cookies do not expire when you close your browser, but stay on your computer until they expire or you delete them. By assigning your computer a persistent, unique identifier, we are able to create a database of your previous choices and preferences when visiting this Site. This permits us to offer you a personalized experience when you use our Site. Assigning your computer a persistent, unique identifier also helps us keep a more accurate account of how many people visit our Site, how often they return, how their use of our Site may vary over time, and the effectiveness of our promotional efforts.

Neither session cookies nor persistent cookies identify you personally. If, however, you have created a user identity on one of your visits to a Musco website or if you access a Musco website by clicking on a link in an email we have sent you, we may link the information collected by our cookies to information that identifies you personally.

If you do not wish to receive cookies, you may set your browser to reject cookies or to alert you when a cookie is placed on your computer. You may also delete our cookies as soon as you leave our Site. Although you are not required to accept our cookies when you visit our Site, if you set your browser to reject cookies, you will not be able to use all of the features and functionality of our Site.

In addition to cookies, we may also use “web beacons” and other web technologies to manage our Site and email. A web beacon is a small bit of computer code. Web beacons may be used to count how many people visit a web page or tell us whether an email has been opened. We may

link the information we collect using web beacons and other web technologies to information that identifies you personally.

Musco may use the personal information collected through this Site for any of the following: to provide the information, products and services you request; to provide you with information about products and services offered by Musco and its affiliates; to send you survey invitations related to Musco products and services; to display personalized content and advertising when you visit our Site; to improve our products and services; to improve our Site; to better market our products and services; to better understand the needs and interests of our customers and potential customers; and for any other purpose we disclose to you in a specific Privacy Notice.

We may also use the personal information you provide for other business purposes such as customer service, fraud prevention, and providing you with information and offers we believe may be of interest to you.

### **With Whom We Share Personal Information**

Musco has not in the past twelve months and will not sell any personal information.

*Protection of Our Website and Others.* We may disclose the personal information we collect through this Site when we, in good faith, believe disclosure is appropriate to comply with the law (or a court order or subpoena); to prevent or investigate a possible crime, such as fraud or identity theft; to enforce the terms of use or other agreements that govern your use of our Site; or to protect the rights, property or safety of Musco, our users, or others.

*Business Transfers.* Information submitted to our Site is an asset of Musco and/or its affiliates and will become part of our normal business records. Your personal information may be transferred to another company (either an affiliate or an unrelated third party) that has acquired the stock or assets of Musco, one of our affiliates, or one of our operating divisions, for example, as the result of a sale, merger, reorganization, dissolution or liquidation. If such a transfer occurs, the acquiring company's use of your personal information will still be subject to this Policy, and any applicable Privacy Notices.

*Service Providers.* We may share personal information collected through this Site with companies and organizations that perform services on our behalf; for example, companies that provide support services to us (such as web hosting services) or that help us market our products and services. When we share personal information with our third party service providers, these service providers are required to use the personal information we share with them to perform services on our behalf and to protect the confidentiality of your personal information.

*Employment Applications.* When you submit an employment application to Musco, we ask you to provide personal information, including, but not limited to, your name, address, telephone number, email address, social security number, drivers license number, and employment history. If you sent an email to inquire about a position with Musco, the personal information we receive is the information you include in your cover letter, resume, and email message. In either case, we will use the personal information you submit (collectively "employment information") to match your experience and preferences with the job openings we have. Someone from Musco

may contact you about a possible employment opportunity. We use your employment information only for recruiting and employment purposes, including analyzing information in the aggregate to determine demographic trends. We do not use your employment information for marketing purposes. We may provide your employment information to The Palmer Group, a third party who we hire to assist us with recruiting and staffing. The Palmer Group is required by contract to keep your employment information confidential and use it only in connection with its recruiting services. Someone from The Palmer Group may contact you in connection with an opportunity at Musco. If we do not have an opening that appears to be right for you, The Palmer Group may send you emails informing you of other positions outside of Musco that you may be interested in pursuing. We are not responsible for examining or evaluating, and we do not warrant the products, services, or data management of The Palmer Group, or the accuracy or content of their website(s).

*Email Comments and Inquiries.* When you email an inquiry to us, we receive your name, address, email address, and any other information you choose to include in your email. The content of any email inquiries received by Musco shall be deemed to be non-confidential. Any inquiries or materials sent to Musco through this Site shall become the sole property of Musco. Musco shall be free to use any such inquiries or materials for any and all purposes of its sole choosing, without payment of any compensation. This information will be compiled and also used for Musco's marketing purposes.

#### **Access to Your Personal Information (Requests to Know or Requests to Delete)**

Consumers have the right to request that Musco disclose the personal information it collects (Request to Know) and also have the right to request the deletion of such personal information (Request to Delete). To submit a Request to Know or Request to Delete, please email [privacy@musco.com](mailto:privacy@musco.com) or call 800-825-6030. Musco will confirm receipt of your request within the time limit set out by the applicable privacy legislation and will in turn request at least two (2) pieces of personal information from you to verify your identity prior to disclosure. You may also designate an authorized agent to request the personal information on your behalf as provided by applicable privacy legislation. We will use reasonable efforts to comply with your request as required by applicable law. Musco will separately confirm Requests to Delete and will provide detail with respect to Musco's compliance with the request in its response. Musco will maintain records of all requests in accordance with applicable privacy legislation.

Musco respects your choice to exercise your privacy rights, and we will not discriminate against you for such exercise. We also respect your choice to discontinue receipt of mail from Musco. In this event, please let us know by removing your name from the mailing list as instructed on the email messages we send to you.

#### **Retention and Protection of Personal Information**

Musco retains the personal information collected on this Site as long as necessary to provide the services, products and information you request or as permitted by applicable law. Musco has implemented an information and data security program that contains administrative, technical and physical controls designed to reasonably safeguard data, including your personal information. We take reasonable precautions to provide a level of security appropriate to the sensitivity of the personal information we collect. Although we use reasonable measures to help

protect your personal information against unauthorized use or disclosure, we cannot guarantee the security of information provided over the Internet or stored in our databases.

### **Submitting Requests to Know and Requests to Delete Or Questions Concerning This Policy**

If you would like to submit a Request to Know or Request to Delete your personal information or if you have any questions or concerns regarding this Policy, or would like to request a written copy of this Policy, please contact us by emailing [privacy@musco.com](mailto:privacy@musco.com) or by writing to:

Attn: Lance Livingston, Data Protection Officer  
100 1<sup>st</sup> Avenue West  
P.O. Box 808  
Oskaloosa, IA 52577  
800-825-6030

### **Effective Date of This Online Privacy Policy**

This Policy is effective as of January 1, 2020.

### **Privacy Notices**

This Policy may be supplemented or amended from time to time by posting relevant notices on specific areas of our Site (hereinafter “Privacy Notices”). For example, certain pages of our Site may contain Privacy Notices providing details about the personal information we collect on those pages, why we need that information, and choices you may have about the ways we use that information.

### **Changes in This Online Privacy Policy**

Musco reserves the right to update or modify this Policy, at any time and without prior notice, by posting the revised version of this Policy on this Site. These changes will only apply to personal information we collect after we have posted the revised Policy on our Site. Your use of our Site following any such change constitutes your agreement that all personal information collected through this Site after the revised Policy is posted will be subject to the terms of the revised Policy.

To alert you to these changes, we will provide a notice at the top of this Policy for at least 30 days after the new effective date and highlight the changes so that you can locate them easily. Unless the change is minor (such as a change in our contact information) or non-substantive (such as a clarification), we will also post notices on our home page and/or on the relevant pages of this Site for 30 days after the new effective date to alert you to the change.

You may access the current version of this Policy at any time by clicking on the link marked “Privacy” found at the bottom of the home page and/or on the relevant pages of this Site. You may print and keep a copy of this Policy.

### **Links to Social Media Accounts or Sites Operated by Third Parties**

This Site may provide links to social media accounts or websites operated by third parties. The provisions of this Policy do not apply once you follow a link to any other website. In addition, we are not responsible for examining or evaluating, and we do not warrant the products, services,

or data management of, any of these businesses or individuals or the accuracy or content of their websites. You acknowledge and agree we do not assume any responsibility or liability for the actions, product, and content of any social media or third party sites. Before you use any website you should review the applicable terms of use and policies. The inclusion of a link in this Site to a third party site does not imply our endorsement of said site.

### **Children Under 16**

This Site is not directed at nor targeted to children under the age of 16. We do not use our Site to knowingly solicit personal information from or market to children under the age of 16. If you are under the age of 16, do not provide us with any personal information. If we learn someone under 16 has provided personal information to our Site, we will use reasonable efforts to remove such information from our databases.

### **Governing Law**

Musco is a United States company. The servers that support this Site may be located in the United States or other countries. Data protection laws vary from country to country; however, we will protect and process your information in accordance with this Policy no matter where your data is collected or stored. If you are located in a country outside the United States, by using this Site you consent to the transfer of your information to the United States.

This Policy shall be governed by the laws of the State of Iowa, United States of America without regard to its conflicts of law provisions.