PRIVACY NOTICE

Last Updated: November 3, 2026

This Privacy Notice describes the information we collect about you, how it is used, what rights and choices you have and how we secure your information. This Privacy Notice applies to Personal Data collected by or on behalf of the business units of Cordance Operations LLC, Cordance Operations itself and its affiliates AppsAnywhere, Ltd., McCreadie Group Software LLC, Royal 4 Systems, RT Systems, Inc., and Permanent Software Group Canada Ltd. (collectively referred to as “we” or “us” or “our”), including information collected through our websites (collectively, the “Site”); by email, phone or other offline method; or anywhere else we post or link to this Privacy Notice (collectively, with the Site referred to herein as the “Services”). .

1. Personal Data We Process and How We Collect It. “Personal Data” is information that directly or indirectly identifies you or can be used to identify you as an individual.

1.1 When you access and use the Services, we may process some or all of this Personal Data:

- Automatically sent to us: When you visit the Site or use the Services, we may use cookies and similar on-line tracking technologies to collect information about your use of the Services. Cookies are small data files that collect computer-related data (e.g., IP address) and data derived therefrom (e.g., geographic location); and information about your interaction with the Services (e.g., pages viewed). Refer to the Cookie Consent Banner on the Site landing pages for more information about the types of cookies we use, the information collected, and your choices.
- If you choose to provide to us: your name and courtesy title; your employing company and job title role there; and your work contact details (work physical address, work telephone number, and work email address)

1.2 When you communicate with us during the course of doing business with us, we may process the following types of Personal Data:

ou or your employer provide your name and email address as the contact for billing purposes

ou or your employer provide your name and email address, to describe, price, or otherwise sell or market our products to your employer

ner Personal Data you chose to provide to us may be stored in our email or CRM systems for sales, marketing, and support of our products

ou or your employer provide your name and email address, to communicate about the use or issues with the use of our products.

2. How We Use, and Our Basis for Using, Personal Data. We may use Personal Data for (and our basis for Processing the Personal Data is our legitimate interest in) the following purposes. For each of these purposes, we have set out the legal basis on which we use your Personal Data:

- to communicate with you about our company and its products and services, including providing sales marketing tailored to the company that employs you and its business. The legal basis is for our legitimate business interests (i.e., the provision of the Site and our Services) and, depending on the circumstances, to perform a contract between you and us.
- to respond to your inquiries to us. The legal basis is for our legitimate business interests (i.e., the provision of the Site and our Services) and, depending on the circumstances, to perform a contract between you and us.
- to manage, maintain, and improve the Site’s operation, security, features, and performance. The legal basis is for our legitimate business interests (i.e., the provision of the Site and our Services).
- to manage your subscriptions to any of our newsletters or other publications to which you may have subscribed via the Site. The legal basis is for our legitimate business interests (i.e., the provision of the Site and our Services).

- to comply with applicable law or regulation. The legal basis is for our legitimate business interests and for compliance with legal obligations to which we are subject.

Where we rely on the legitimate interests of us or those legitimate interests of a third party to justify the purposes for using your Personal Data, this will include improvement and development of our business operations and service offerings, or those of a third party; or protection of our legal rights or interests or the safety or legal rights of our employees or a third party.

3. When We Share Personal Data. We may share your Personal Data as set forth below.

3.1 Sharing Personal Data Within Our Company and with Our Affiliates: We may share Personal Data among our affiliates as necessary to operate our business and to provide our Services.

- 3.2 Sharing Personal Data with Third Parties: We may share Personal Data with the applicable third parties (of the types listed below) for the reasons stated below, but only after taking appropriate technical, organizational, and contractual measures to ensure that the Personal Data shared is processed only to the extent necessary and in accordance with applicable law and this Privacy Notice. If required by applicable law or regulation (e.g., subpoena, or request by law enforcement or government agency), or to investigate possible fraud, or if required to protect the rights or security of you, others, or ourselves, then we may share Personal Data with our attorneys and with courts, law enforcement, or government agencies.
- If we undergo a reorganization, or become party to a merger, acquisition, or joint venture, or undertake a divestiture, assignment, transfer, or other sale or disposition of any or all of our business lines, assets, or stocks, then we may share Personal Data with our attorneys and affiliates, with courts or government agencies, and with any applicable third-party companies.
- If we engage third-party companies or individual contractors to perform business functions for us related to any of the functions described in Section 2 above (e.g., provision or management of the Site or sales and marketing events or campaigns; information technology services, including sales and marketing email delivery) or to provide compliance or audit services to us, then we may share Personal Data with such third-parties.
- If we determine that it would be appropriate for one of our distributors or resellers to contact you regarding our products and services and your employing company's business, then we may share Personal Data with such distributors or resellers.

4. How We Protect Personal Data. We have implemented appropriate technical, physical, and organizational measures designed to protect Personal Data from unauthorized access or disclosure, and accidental or unlawful destruction, loss, damage, or alteration. However, no measure is 100% effective when transmitting information over the Internet and we do not guarantee that your information will be secure from theft, loss or unauthorized access.

5. How Long We Keep Personal Data. We keep Personal Data for as long as necessary to fulfill the purposes for which such Personal Data was collected and in accordance with applicable laws. The criteria used to determine the retention periods include: (i) how long the Personal Data is needed to provide our Services and operate the business; (ii) the type of Personal Data collected; and (iii) whether we are subject to a legal, contractual, or other obligation to retain the Personal Data (e.g., mandatory data retention laws, government orders to preserve data relevant to an investigation, or data that must be retained for the purposes of litigation or disputes).

6. Do Not Track; Third-Party Tracking. We do not track visitors of the Site over time and across third-party websites to provide targeted advertising and therefore do not respond to Do Not Track ("DNT") signals. For information regarding DNT and how to enable this setting, if available, on your devices please see https://allaboutdnt.com. Some third-party sites do keep track of your browsing activities when they serve you content, which enables them to tailor what they present to you. If you are visiting such sites, your browser allows you to set the DNT signal so that third parties (particularly advertisers) know you do not want to be tracked. You may consult the help pages of your browser to learn how to set your preferences so that websites do not track you.

7. Your Choices.

Opting Out of Cookies and Tracking Technologies. Our Cookie Consent Banner on the Site enables you to select which cookies are used as you browse the Site. In addition, the Help portion of the toolbar on most browsers will tell you how to

prevent your browser from accepting new cookies, how to have the browser notify you when you receive a new cookie, or how to disable cookies altogether. Without cookies, you may not have access to certain features on the Site.

Unsubscribe Preferences. You may choose not to receive our emails any more by following the unsubscribe instructions contained in the emails we send you.

8. Additional Disclosures for the European Economic Area, Switzerland, or the United Kingdom ("Europe"). If you are located in the European Economic Area ("EEA"), Switzerland, or United Kingdom ("UK"), then this section applies to you.

Who is Responsible for the Personal Data That We Collect?

We are the data controller for the purpose of data protection law, in respect of your Personal Data collected and used in connection with our provision of our Services to you.

Categories of Recipients

View the "*Collection, Disclosure, and "Sale" or "Sharing" of Personal Data"* portion of this Privacy Notice within Section 10 below for the categories of recipients with whom we share Personal Data.

8.1 Your GDPR and UK GDPR Rights

You have certain rights with respect to your Personal Data as set forth below. Please note that in some circumstances, we may not be able to fully comply with your requests, or we may ask you to provide us with additional information in connection with your request, which may be Personal Data, for example, if we need to verify your identity or the nature of your request.

To make any of the following requests, contact us using the contact details referred to in Section 13 of this Privacy Notice.

cess: You can request more information about the Personal Data we hold about you. You can also request a copy of your Personal Data.

ctification: If you believe that any Personal Data we are holding about you is incorrect or incomplete, you can request that we correct or supplement such data. You can also correct some of this information directly by logging into your service account.

jection: You can contact us to let us know that you object to the collection or use of your Personal Data for certain purposes.

ısure: You can request that we erase some or all of your Personal Data from our systems.

striction of Processing: You can ask us to restrict further processing of your Personal Data.

rtability: You have the right to ask for a copy of your Personal Data in a machine-readable format. You can also request that we transmit the data to another entity where technically feasible.

hdrawal of Consent: If we are processing your Personal Data based on your consent (as indicated at the time of collection of such data), you have the right to withdraw your consent at any time. Please note, however, that if you exercise this right, you may have to then provide express consent on a case-by-case basis for the use or disclosure of certain of your Personal Data, if such use or disclosure is necessary to enable you to utilize some or all of our Services.

ght to File Complaint: You have the right to lodge a complaint about our privacy practices with respect to your Personal Data with the supervisory authority of your country or EU Member State.

If you are located in the EEA or UK and you believe we are unlawfully processing your Personal Data, you also have the right to complain to your local data protection supervisory authority. You can find their contact details here: http://ec.europa.eu/justice/data-protection/bodies/authorities/index_en.htm.

If you are located in Switzerland, the contact details for the data protection authorities are available here: https://www.edoeb.admin.ch/edoeb/en/home.html.

9. Notice to California Residents. This section applies solely to individual residents of the State of California and describes how we collect, use, disclose, and otherwise process their personal information (as defined in the California Consumer Privacy Act of 2018, as amended by the California Privacy Rights Act ("CCPA")). For the purposes of this section, personal information does not include deidentified, aggregated, or anonymized information that is maintained in a form that is not capable of being associated with or linked to you or a particular household and publicly available information from government records.

Sources of Personal Information

As described in the "Personal Data We Process and How We Collect It" section of this Privacy Notice, we collect personal information directly from you when you provide it to us and automatically using cookies and other technologies.

Purposes for Collecting Personal Information

We collect, use, and disclose personal information about you for the business and commercial purposes further described in the "How We Use Your Information" section of this Privacy Notice.

Collection, Disclosure, and "Sale" or "Sharing" of Personal Information

As described in the "How We Use, and Our Basis for Using, Personal Data" section of this Privacy Notice, we disclose personal information with our affiliates, advisors, and service providers and contractors that help us operate the Services and our business. We may also disclose personal information with a variety of third parties, including if we are subject to certain corporate transactions or reorganizations; to comply with law or to protect our rights or the rights and safety of others; or for purposes otherwise disclosed or for which you have consented.

For the purposes of this section, when we use the term "third party" we mean entities that are not service providers or contractors providing services on our behalf and that are not entities with whom you interact with directly.

In the last 12 months, we have collected each of the categories of personal information noted below and disclosed it, for a business purpose, to the categories of recipients in the table. We do not sell or share your personal information as "sell" and "share" are defined under CCPA.

Category of Personal Information	Categories of Recipients to Whom Personal Information Is Disclosed for Business Purposes
Identifiers, such as name, email address, online identifiers and other information.	Service Providers and Contractors, such as Analytics Vendors, Law Enforcement, Affiliates, Regulatory Bodies, Government Authorities, Government Agencies
Internet/Network Activity Information, such as browsing history, search history, IP address, Device Information, and log and analytics data.	Service Providers and Contractors, such as Analytics Vendors, Law Enforcement, Affiliates, Regulatory Bodies, Government Authorities, Government Agencies

Geolocation Data, such as location information from your device or estimated based on your IP address.	Service Providers and Contractors, such as Analytics Vendors, Law Enforcement, Affiliates, Regulatory Bodies, Government Authorities, Government Agencies
Other Personal Information, such as information you post on social media pages and information you submit to us.	Service Providers and Contractors, such as Analytics Vendors, Law Enforcement, Affiliates, Regulatory Bodies, Government Authorities, Government Agencies

We do not use or disclose Sensitive Personal Information outside of the permitted purposes set forth under Section 7027(m) of the CCPA Regulations.

We do not knowingly collect the personal information of minors under age 16 and do not sell such information.

9.1. Your California Privacy Rights

As a California resident, you may be able to exercise the following rights in relation to your personal information that we or our service providers or contractors have collected (subject to certain limitations at law):

ht to Know. The right to request the following information relating to the personal information we have collected about you and disclosed about you:

- The categories of personal information we have collected about you;
- The categories of sources from which the personal information was collected;
- The business or commercial purposes for collecting, selling, or sharing the personal information;
- The categories of third parties with whom the business shares personal information;
- The categories of personal information sold, and for each category identified, the categories of third parties to whom it sold that particular category of personal information; and
- The categories of personal information that the business disclosed for a business purpose, and for each category identified, the categories of third parties to whom it disclosed that particular category of personal information.

ght to Know Specific Pieces of Information. The right to obtain a copy of the specific pieces of personal information we have collected about you in a structured, machine-readable format that may be transmitted to another entity without hindrance, to the extent technically feasible.

ht to Correct. The right to request that we correct your inaccurate personal information maintained by us.

ht to Request Deletion. The right to request the deletion or erasure of personal information we have collected from you, subject to certain exceptions.

lifornia's Shine the Light Law. California Civil Code Section 1798.83, known as the "Shine the Light" law, permits our Site visitors who are California residents to request and obtain from us a list of their personal information (if any) that we disclosed to third parties for direct marketing purposes in the preceding calendar year and the names and addresses of those third parties. Requests may be made only once a year and are free of charge. We currently do not share any personal information with third parties for their direct marketing purposes.

Nondiscrimination

We do not discriminate against you for requesting any of the rights noted above. We are permitted to deny or limit your request in accordance with applicable laws.

How to Exercise Your California Privacy Rights

To exercise your right to know, access, correct, and/or delete, please submit a request to us by emailing us at privacy@Cordance.co with the Subject Line “Privacy Request”.

We may ask for certain information to verify a request in accordance with applicable law. In certain circumstances, we may decline a request to exercise the rights described above, in accordance with applicable law.

10. Children’s Personal Information. The Site is intended for marketing for business-to-business sales of our products and services to provide general information about our company and is not intended for children under age 18. If we learn that we have inadvertently collected Personal Data from anyone under the age of 18, we will delete it. If you believe that we have collected Personal Data from anyone under the age of 18, please contact us using the contact information at the bottom of this Privacy Notice.

11. Changes to our Privacy Notice. We reserve the right to modify this Privacy Notice at any time, so please review it frequently. Any updates to this Privacy Notice will be posted on the Site and we will indicate the last updated date of the changes at the top of the Privacy Notice. Your continued use of our Services means you accept those changes as of the last updated date.

12. Contact Us. Send any questions or concerns about this Privacy Notice, to us at:

Mail or Courier: Attn: Privacy, 16 W Martin Street, Raleigh, NC 27601 USA

Email: Privacy@Cordance.co