



Privacy Policy

1. Our Commitment to Your Privacy

At Legal Search Solutions, your career story matters. When you share your information with us, you're trusting us with something personal — and we take that responsibility seriously. This Privacy Policy explains how we collect, use, and protect your information as we help you explore new opportunities.

2. The Information Legal Search Solutions, Inc. Collects

We only ask for what we need to support your job search.

A. Information You Share With Us

When you apply for a role or join our talent network, you may provide:

- Your contact details
- Your resume, work history, and education
- Skills, certifications, and professional preferences
- Notes from conversations, interviews, or assessments
- References or background information

B. Information From Clients & Partners

We collect basic contact and company information from the employers we work with so we can match candidates with the right opportunities.

C. Website & Technical Information

When you visit our website, we may collect limited technical data such as:

- IP address
- Browser type
- Pages viewed
- Cookies (see Section 10)

This helps us improve your experience.

D. Sensitive Information

We avoid collecting sensitive information unless you choose to share it or it's required for a specific role (e.g., voluntary EEO data or accommodation needs).

3. How We Use Your Information

We use your information to support your job search and deliver a smooth, respectful recruiting experience.

Helping You Find the Right Role

- Reviewing your qualifications
- Matching you with open positions
- Presenting your profile to employers
- Coordinating interviews and feedback

Corporate Headquarters: 7025 Beracasa Way • Suite 201 • Boca Raton, FL 33434-3459

Toll Free 888-293-2288 • Phone 561-391-3331 • Fax 561-750-3026



Improving Our Services

- Enhancing our recruiting processes
- Understanding trends and candidate needs

Staying Connected

- Responding to your questions
- Sending relevant job alerts or updates (you can opt out anytime)

Legal & Compliance

- Conducting background checks (with your consent)
- Meeting regulatory requirements

4. When We Share Your Information

A. With Employers

We share your information with hiring organizations only when you're being considered for a role.

B. With Trusted Service Providers

We may use third-party tools for:

- Applicant tracking
- Background checks
- Skills assessments
- Cloud storage and communication

These partners must protect your information and use it only for our recruiting purposes.

C. When Required by Law

We may disclose information if legally obligated to do so.

D. Business Changes

If our company is ever acquired or merged, your information may be part of that transition — but it will remain protected.

5. How We Protect Your Information

We safeguard your data from unauthorized access or misuse. While no system is perfect, we continuously work to keep your information safe.

6. How Long We Keep Your Information

We retain your information only as long as needed to:

- Support your job search
- Maintain accurate business records
- Meet legal requirements

You can request deletion at any time.

7. International Transfers

If your information is transferred outside your country, we follow applicable laws and use appropriate safeguards to protect it.

8. Your Rights

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Depending on your location, you may have the right to:

- Update or correct it
- Request deletion
- Limit or object to certain uses
- Withdraw consent

To exercise these rights, contact us at:

laura@toplawjobs.com

9. Children's Privacy

Our services are intended for adults pursuing employment. We do not knowingly collect information from individuals under 18.

10. Cookies & Tracking

We use cookies to improve website performance and understand how visitors use our site. You can adjust your browser settings to manage cookie preferences.

11. Staying in Touch

We may send job alerts, newsletters, or updates that we believe are relevant to your career interests. You can unsubscribe at any time.

12. Links to Other Sites

Our website may link to third-party pages. Their privacy practices are separate from ours.

13. Updates to This Policy

We may update this Privacy Policy occasionally.

14. Contact Us

If you have questions about this policy or your information, reach out anytime:

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SMS TERMS AND CONDITIONS

LEGAL SEARCH SOLUTIONS, INC. may disclose Personal Data and other information to third parties that help provide the messaging service. We will not share your opt-in to an SMS short-code campaign with a third party for purposes unrelated to supporting you in connection with that campaign. We may share your Personal Data with third parties that help us provide the messaging service, including, but not limited to, platform providers, phone companies, and other vendors who assist us in delivering text messages.

Our SMS notifications are designed to alert you to newly available job positions that you have expressed an interest in, remind you of scheduled interviews and follow-ups, inform you of a job offer, and other essential notifications related to LEGAL SEARCH SOLUTIONS, INC.

Opt-In Consent: By providing your phone number and opting into our SMS notifications, you confirm that you are the owner or authorized user of the phone number provided. You consent to receive recurring automated text messages (SMS, MMS) from us regarding your candidacy and other important notifications. Consent is not required to work with us. Message frequency may vary, but you can generally expect to receive between 1 and 2 messages per week. You can generally expect to receive more messages when you are actively interviewing for an open position.

Opt-Out Instructions: Your consent to receive automated texts is entirely voluntary. You may opt-out at any time. To stop receiving messages, reply "STOP," "END," "CANCEL," "UNSUBSCRIBE," or "QUIT" to any SMS message from us. You may also email us at laura@toplawjobs.com with your opt-out request. After you opt out, you will receive a final confirmation message. No further messages will be sent to your number unless you re-enroll.

Help and Support: If you are experiencing issues with our SMS notifications or need assistance, you can reply with the keyword "HELP" to any message. You can also email us directly at laura@toplawjobs.com

Message and Data Rates: Standard message and data rates may apply for any messages sent to you from us and from you to us. Please consult your mobile service provider for details regarding your text plan and data rates.

Privacy and Data Security: We value your privacy and are committed to protecting your personal information. Your data will be used solely for the purposes described in this policy, such as informing you of a new available position that you have expressed interest in, informing you of important updates regarding your candidacy, and reminding you of interviews and other appointments. We do not sell, rent or share your personal

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information with third parties for marketing purposes. We may share your information with third parties only as required by law or to fulfill our contractual obligations.

Data Retention: We retain your personal information only for as long as necessary to fulfill the purposes for which it was collected, including legal, accounting or reporting requirements.

Compliance with Regulations: We comply with all relevant laws and regulations, including the Telephone Consumer Protection Act (TCPA) and CTIA guidelines. Our practices ensure that you can easily manage your preferences, and we provide clear instructions for opting in or out of our SMS notifications.

Indemnification: You agree to indemnify, defend, and hold us harmless from any privacy, tort, or other claims, including claims under the TCPA or any state law equivalents, arising from your voluntary provision of a telephone number that is not owned by you and/or your failure to notify us of any changes to your mobile telephone number.

Participation Requirements: To participate in SMS notifications service, you must: Be 18 years of age or older, own a wireless device capable of two-way messaging, and be a subscriber to a wireless service with text messaging capabilities (*please note that not all mobile carriers support this service*).

Dispute Resolution and Arbitration: By using our SMS notifications service, you agree to resolve any disputes with us on an individual basis and not as part of a class or representative action. You waive your right to a trial by jury and agree that any claims will be resolved through final and binding arbitration. If you do not agree to these terms, do not participate in the service.

Miscellaneous: You warrant and represent that you have the necessary rights, power and authority to agree to these Terms and Conditions and that your participation in this service does not violate any other contract or obligation. If any provision of this Agreement is found to be unenforceable or invalid, the remaining provisions will remain in full force and effect. We reserve the right to modify these Terms and Conditions at any time. Any updates will be communicated to you via SMS or email, and your continued participation in the service constitutes acceptance of the modified terms.

Contact Information: If you have any questions or concerns about these Terms and Conditions or our privacy practices, please contact us at:

laura@toplawjobs.com

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Full Privacy Policy: For more detailed information on how we collect, use and protect your data, please review our full Privacy Policy.

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