

Candidate Privacy Notice

Last Updated: March 25, 2026

Cashew Systems, Inc. (doing business as Pallet) (“Pallet,” “we,” “us,” or “our”) values your trust and is committed to protecting your personal information. This Notice describes our practices in connection with information we collect through our careers pages and application portals (the “Jobs Site”) and offline in connection with your application for a job or internship with Pallet or one of our affiliates in the United States.

Scope. This Notice applies to all U.S. candidates. Certain rights described below apply only to residents of specific states (e.g., California).

1. California “Notice at Collection.”

The following disclosures are provided at or before the point of collection for California applicants:

Categories of personal information collected (may vary by role):

- Identifiers (e.g., name, email, phone, address, government ID where legally permitted).
- Professional/Employment information (e.g., resume/CV, work history, references, licenses, assessments).
- Education information (e.g., schools, degrees, transcripts).
- Internet or other electronic activity (e.g., interactions with our Jobs Site/applicant portal).
- Characteristics of protected classifications (if voluntarily provided for EEO compliance).
- Audio/visual (e.g., video interview recordings, where applicable).
- Inferences (e.g., evaluations drawn from interviews or reference checks).
- Sensitive Personal Information (SPI) (limited; see Section 6).

Business purposes for collection/use include: recruiting, evaluating qualifications, communicating with you, background and work authorization checks (where legal), legal compliance, recordkeeping, security/fraud prevention, and improving recruiting processes.

Selling/Sharing. We do not sell candidate personal information and do not share it for cross-context behavioral advertising.

Retention. We retain candidate information only as long as needed for recruiting and compliance purposes, or as otherwise required by law (see Section 8 for detail).

Use of SPI. We use SPI only for permitted purposes (e.g., work authorization, background checks where legal, reasonable accommodations) and do not use SPI to infer characteristics about you.

2. What Personal Information We Collect

“Personal information” means information that identifies or relates to an identifiable individual. Depending on your interactions with us and the position, we may collect:

- **Contact & Identifiers:** name, address, email, phone, and, where lawful and necessary, government ID.
- **Experience/Professional Data:** resume/CV, roles, skills, qualifications, licenses, references, interview notes, work samples, assessments.
- **Education:** schools attended, degrees, transcripts.
- **Protected Characteristics (voluntary):** race/ethnicity, gender, veteran status, disability status (for EEO/AA compliance).
- **Internet/Usage Data:** logs and activity on our Jobs Site or ATS (e.g., device/IP, pages viewed).
- **Audio/Visual:** video interview recordings or security footage if you visit our offices.
- **Inferences:** derived assessments regarding role fit, competencies, or potential.

Accuracy. Information you submit must be true, complete, and not misleading. Providing inaccurate or unlawful content may affect your candidacy.

References/Third Parties. If you share someone else's personal information (e.g., a reference), you are responsible for obtaining their consent where required.

3. Sources of Personal Information

We may collect personal information from the following sources:

- You, via the Jobs Site, email, phone, or in interviews.
- Recruiters and references (with your authorization, where applicable).
- Background-check providers (where permitted by law).
- Educational institutions and credentialing bodies.
- Public/professional profiles (e.g., LinkedIn) and job boards.
- Job application and HR systems we use as service providers/contractors.

4. How We Use Personal Information

We use personal information to:

- Process applications and assess qualifications/eligibility.
- Communicate with you about roles, interviews, and status.
- Verify information and conduct background/work authorization checks where permitted by law.
- Comply with law (EEO reporting, audits, subpoenas).
- Maintain records and support security/fraud prevention.
- Improve recruiting processes, analytics, and workforce planning.

If hired, candidate information may become part of your employee record and be handled under our Employee Privacy Notice.

5. How We Disclose Personal Information

We disclose personal information to:

- **Service Providers/Contractors** (e.g., ATS, scheduling, background screening, assessments, hosting, analytics) under contracts restricting use of your information.
- **Affiliates** involved in evaluating or hiring for positions.
- **Government/Legal recipients** where required (e.g., law enforcement, regulators, courts).
- **Corporate transactions** (e.g., due diligence for mergers/asset transfers), subject to appropriate safeguards.

We do not sell candidate personal information and do not share it for cross-context behavioral advertising.

6. Sensitive Personal Information (SPI)

Where permitted by law and only as necessary, we may process limited SPI, such as:

- Government IDs (for work authorization/backgrounds, if applicable).
- Health/Disability information (for reasonable accommodation requests).
- Citizenship/Immigration status (for work authorization).

We use SPI only for permitted purposes and do not use it to infer characteristics about you.

7. Security

We maintain reasonable administrative, technical, and physical safeguards designed to protect personal information. No system is 100% secure; if you believe your interaction with us is no longer secure, please contact us using the details below.

8. Retention

We keep candidate data only as long as necessary for the purposes described or as required by law (e.g., EEO, immigration, litigation holds). Typical timeframes:

- **Active recruiting files:** through the hiring process.
- **Applicants not selected:** approximately 36 months, to consider for future roles and comply with recordkeeping laws.
- **If hired:** retained in the employee file per HR/legal retention schedules.

We may retain data longer where required (e.g., legal claims, audits). When no longer needed, we delete or de-identify it per our policies.

9. Your Privacy Rights

Your rights depend on your state of residence and applicable law.

California Residents (CCPA/CPRA): You may have the right to know/access, correct, delete, and to limit certain uses of SPI (where applicable). You also have the right to non-discrimination for exercising your rights. We do not sell/share candidate personal information.

Other U.S. States: We honor rights as required by applicable state law (e.g., access, deletion, correction).

How to submit a request (CA and other states where applicable):

- Email: compliance@trypallet.com
- Mailing address: Cashew Systems, Inc. (dba Pallet), Attn: Privacy Team, 201 Post St, Floor 4, San Francisco, CA 94108

Verification & Authorized Agents. We will verify your identity (and authority of any agent) before responding. If we cannot verify, we may be unable to fulfill the request.

Non-Discrimination. We will not discriminate against you for exercising privacy rights.

10. Equal Opportunity & Diversity

Pallet is an equal opportunity employer. We do not discriminate on legally protected grounds. Where collected, EEO data is used for monitoring and compliance consistent with applicable law. Please avoid submitting unnecessary sensitive information unless requested or required for the process or accommodations.

11. Minors

The Jobs Site is not intended for individuals under 18.

12. International Candidates

This Notice is intended for U.S. applicants. If you apply for roles outside the U.S., additional or different notices may apply based on local law.

13. Links & Third Parties

This Notice does not address the privacy practices of third-party websites or services linked from our Jobs Site. Please review their policies.

14. Changes to This Notice

We may update this Notice to reflect operational, legal, or regulatory changes. The “Last Updated” date indicates the latest revision. Material changes will be communicated as required by law.

15. Contact Us

Questions about this Notice or our privacy practices?

compliance@trypallet.com

Cashew Systems, Inc. (dba Pallet), 201 Post St, Floor 4, San Francisco, CA 94108