

## APPLICANT NOTICE ABOUT YOUR PERSONAL INFORMATION

### 1. Overview

This Notice explains your rights under the California Consumer Privacy Act as amended by the California Privacy Rights Act (“**CPRA**”) (Cal. Civ. Code § 1798.100 *et seq.*) and helps you understand how Caster Properties, Inc. d/b/a A-1 Self Storage (“**A-1**”) collects and uses your Personal Information in compliance with the CCPA. In this Notice, the terms “company,” “us,” “we,” and “our” refer to A-1 and its affiliates and subsidiaries. “Applicant” or “you” refer to job applicants or candidates for employment with A-1.

### 2. What Information We Collect

A-1 collects information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with you or your household (“**Personal Information**”). The following discusses the categories of Personal Information we collected in the last twelve (12) months. We will not collect additional categories of Personal Information or use the Personal Information we collected for materially different purposes without first providing you notice.

- **Identifiers.** We collect information such as your name, driver’s license or ID number, email address, phone number, and mailing address from you during our recruitment processes.
- **Characteristics of Protected Classifications Under California or Federal Law.** We may collect your date of birth and age if you provide this information as part of your application.
- **Professional or Employment-Related Information.** We collect information related to your employment history during the recruitment process. We will not request or collect your salary history information during the application process.
- **Education Information.** We collect your education history from you as part of your application.

The following forms of data listed above constitutes “sensitive personal information”: Your race, racial or ethnic origin, genetic information, and your health information, if provided to us.

### 3. How We Use the Information We Collect

We use the Personal Information we collect for the following purposes:

- **Recruiting and Hiring.** We use the Personal Information we collect from your application and through the interview process to evaluate your qualifications and eligibility for employment.
- **Legal Compliance and Protection.** We use the information we collect to comply with applicable laws, our legal obligations and in our defense of our company, property, and others through legal proceedings.

### 4. Additional Rights Under California Law

You may have certain rights under California law. This may include a right to access, correct, or

delete certain Personal Information we collect about you, subject to applicable exceptions. To exercise your rights, contact us as described at the end of this notice to submit a request.

Under California law, we are required to tell Californians if we “sell” or “share” information as that term is defined by applicable law. Sell is defined under the law as disclosing personal information to a third party for monetary or other valuable consideration. Share is specifically defined under the law as well. Sharing means sharing personal information with a third party for cross-context behavioral advertising.

We do not do “sell” or “share” applicant data (including personal information and sensitive personal information) based on our understanding of those terms. If you interact with the company in other ways you may have different rights. For example, if you use our website, visit our website privacy policy for information collection and rights for website users. If you are also a Company customer or consumer, the privacy policy on our website applies to our interactions with you as a customer or consumer.

If you interact with job boards that collect your personal information on behalf of A1 for application purposes your use and activity on that website would not be covered by this policy.

This notice does not affect other rights you may have under the California Labor Code or similar laws.

## **5. How We Retain Your Personal Information**

To the extent permitted by applicable law, A-1 will retain your Personal Information for as long as reasonably necessary to fulfill the purposes for which it was collected, including to meet any legal, accounting, or other reporting requirements or obligations. We use the following criteria to determine retention periods:

- how long the information is needed to provide our services and operate our business;
- whether there are contractual or legal obligations that exist that require us to retain the information for period of time;
- whether any law, statute, or regulation allows for a specific retention period;
- whether an individual has agreed to a longer retention period;
- whether the data is considered to be sensitive data; and
- what the expectation for retention was at the time the data was provided to us.

## **6. How You Are Protected Against Discrimination**

A-1 will not unlawfully discriminate or retaliate against you for exercising any of your rights under the CCPA. This commitment applies to all persons involved in our operations and prohibits unlawful discrimination and retaliation by any employee of A-1, including supervisors and coworkers.

## **7. Disclaimer**

Nothing in this Notice restricts A-1's ability to:

- Comply with federal, state, or local laws;
- Comply with a civil, criminal, or regulatory inquiry, investigation, subpoena, or summons by federal, state, or local authorities;
- Cooperate with law enforcement agencies concerning conduct or activity that the business, service provider, or third party reasonably and in good faith believes may violate federal, state, or local law;
- Exercise or defend legal claims;
- Detect security incidents and protect against fraudulent or illegal activity and prosecute those responsible for such activity; or
- Transfer Personal Information as part of a merger or acquisition, dissolution, bankruptcy, or any other transaction in which a third party assumes control of all or part of A-1.

## **8. Changes to This Notice**

This Notice is reviewed and updated annually to ensure it accurately captures our practices and procedures. The effective date of this version is posted below.

## **9. Privacy Policy**

Our Privacy Policy for applicants may be found here: [LINK TO PRIVACY POLICY ON WEBSITE.](#)

## **10. Resolving Concerns and How to Contact Us**

If you have questions or concerns regarding this Notice or the handling of your Personal Information, please contact us at [hr@castergrp.com](mailto:hr@castergrp.com) or call 619-287-8873.

**EFFECTIVE DATE:** March 28, 2024