## DOMAINS BY PROXY CIVIL SUBPOENA POLICY

#### DOMAINS BY PROXY CIVIL SUBPOENA POLICY

Domains By Proxy's Privacy Policy prohibits the release of customer or account information without express permission from the customer, except when required by law, to conform to the edicts of the law, or to comply with legal process properly served on Domains By Proxy or one of its affiliates.

If you seek the identity or account information of a Domains By Proxy customer in connection with a civil legal matter, you must fax, mail, or serve Domains By Proxy with a valid subpoena.

### **Submission of Subpoenas**

Domains By Proxy is headquartered in Scottsdale, Arizona and all civil subpoenas should be served at that location or mailed to:

Compliance Department Domains By Proxy 15111 N. Hayden Road Suite 160 PMB 353 Scottsdale, Arizona 85260

Alternatively, the civil subpoena can be faxed to:

(480) 624-2546

Attn: Compliance Department

#### **Notice to Customer and Response Time**

Upon the receipt of a valid civil subpoena, Domains By Proxy will promptly notify the customer whose information is sought via e-mail or U.S. mail. If the circumstances do not amount to an emergency, Domains By Proxy will not immediately produce the customer information sought by the subpoena and will provide the customer an opportunity to move to quash the subpoena in court. Domains By Proxy reserves the right to charge an administration fee to the customer by charging the Payment Method the customer has on file with Domains By Proxy.

### **Fees for Subpoena Compliance**

Domains By Proxy will charge the person or entity submitting the civil subpoena for costs associated with subpoena compliance. Payment must be made within thirty (30) days from the date of receipt of the Domains By Proxy invoice. Checks should be made out to Domains By Proxy

Domains By Proxy's subpoena compliance costs are as follows:

- Research \$75.00/hour
- Federal Express Cost as Billed
- Copies \$.25/page

### **Policies Regarding E-mail**

Domains By Proxy will not produce the content of e-mail, as the Electronic Communications Privacy Act, 18 U.S.C. §2701 et seq., prohibits an electronic communications service provider from producing the contents of electronic communications, even pursuant to subpoena or court order, except in limited circumstances. Domains By Proxy's e-mail servers do not retain deleted or sent e-mail.

Domains By Proxy reserves the right to request a copy of the complaint and any supporting documentation that demonstrates how the Domains By Proxy e-mail address is related to the pending litigation and the underlying subpoena.

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# DOMAINS BY PROXY CRIMINAL SUBPOENA POLICY

#### DOMAINS BY PROXY CRIMINAL SUBPOENA POLICY

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If you seek the identity or account information of a Domains By Proxy customer in connection with a criminal matter, and you are a member of the law enforcement community, you must fax, mail, or serve Domains By Proxy with a valid subpoena.

### **Submission of Subpoenas**

Domains By Proxy is headquartered in Scottsdale, Arizona and all criminal subpoenas should be served at that location or mailed to:

Compliance Department Domains By Proxy 15111 N. Hayden Road

Suite 160 PMB 353 Scottsdale, Arizona 85260

Alternatively, the criminal subpoena can be faxed to:

(480) 624-2546

Attn: Compliance Department

## **Policies Regarding Email**

Domains By Proxy will not produce the content of e-mail, as the Electronic Communications Privacy Act, 18 U.S.C. §2701 et seq., prohibits an electronic communications service provider from producing the contents of electronic communications, even pursuant to subpoena or court order, except in limited circumstances. Domains By Proxy 's e-mail servers do not retain deleted or sent e-mail.

Domains By Proxy reserves the right to request a copy of the complaint and any supporting documentation that demonstrates how the Domains By Proxy e-mail address is related to the pending investigation and the underlying subpoena.

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