

**Burlington Stores, Inc.**  
**PRIVACY NOTICE**  
**For California Candidates**

**Effective Date: December 30, 2022**

The purpose of this Privacy Notice (“**Notice**”) is to inform individuals who apply for employment with Burlington Stores, Inc. and its subsidiaries (“Burlington” or “**we**” or “**us**”) of the categories of Personal Information (defined below) that we may receive and the purposes for which we may use such Personal Information. This notice is intended to comply with all applicable laws, such as the California Consumer Privacy Act (CCPA), as amended by the California Privacy Rights Act (CPRA). If any provision below conflicts with a legal requirement, then Burlington will comply with the applicable law.

**1. Collection and Use of Candidate Personal Information**

Burlington receives, uses, and discloses Personal Information about job candidates for business purposes only and consistent with applicable laws. Where Burlington discloses Personal Information to third parties, it does so for the same business purposes described below and, where appropriate, requires that such parties maintain its confidentiality and maintain appropriate systems and processes to ensure its security and protection.

We may receive and use the following categories of Personal Information about you when you inquire about and/or apply for employment at Burlington:

<b>Category of Personal Information</b>	<b>How we use it</b>
<b>Contact information:</b> such as your name, home and work address, personal and work telephone numbers, personal and work email addresses.	We will use this information to open and maintain candidate records and communicate with you regarding your interest in a job opportunity with us, your application for employment, or updates on your candidacy.
<b>Job-related information and qualifications:</b> such as position applied for, work experience, education, awards, qualifications, certificates, licenses, financial relationships, and any other information you choose to provide in your resumes and/or applications.	We will use this information to assess your suitability for a position at Burlington and to determine any actual or potential conflict of interest. <b>Additional Sources of Personal Information:</b> Third-party references, credit agencies, or entities verifying work authorization.
<b>National identification information:</b> such as your country of birth or the country where you are a registered national or citizen, and any visa or other right to work.	We will use this information to determine your eligibility to work, applicable benefits, financial draws/taxes, and fulfill our obligations to relevant government authorities. <b>Additional Sources of Personal Information:</b> Third-party entities verifying work authorization.
<b>Travel-related records:</b> such as frequent flyer numbers, itineraries, flight, train, rental car, car service, hotel, or other similar information.	We will use this information to arrange or reimburse travel where you require travel to interview with us or in connection with your candidacy for employment, contact you during

Category of Personal Information	How we use it
	travel, as necessary with travel service providers, or in an emergency.
<b>Results of background checks and screening:</b> such as education verification and criminal records and driver’s license checks.	We will use this to determine your suitability for certain job roles (to the extent permitted or required by law). <b>Additional Sources of Personal Information:</b> Third-party entities that conduct and report on background checks and screening.
<b>References:</b> such as opinions and comments of any previous employers.	We will use this to determine your suitability for certain job roles. References will only be contacted if you give us permission to do so. <b>Additional Sources of Personal Information:</b> Third-party references.
<b>Sensory Information:</b> such as audio, electronic, visual, and similar information.	We may use this information while interviewing you to determine your suitability for certain roles.
<b>Online Activity:</b> such as internet and other electronic network activity information, including, but not limited to, browsing history, search history, and information regarding your interaction with our websites.	We will use this information to provide you with our career website and resources, and to communicate with you regarding positions that may interest you.
<b>Sensitive personal information,</b> insofar as necessary and legally permitted, such as Social Security, driver’s license, state identification, or passport number; your race, ethnicity, and gender.	<b>Equal opportunities monitoring information:</b> We will use this information, such as your race, ethnicity, and gender, which you would provide only on a voluntary basis, to conduct equal opportunity and diversity monitoring where permitted or required by law.  <b>Additional Sources of Personal Information:</b> Third-party references, credit agencies, or entities verifying work authorization.

## 2. Additional Purposes for Using Personal Information

In addition to the uses set forth above, Burlington may use and share the categories of Personal Information identified:

- To comply with applicable legal and regulatory requests and obligations (including investigations).
- To establish or defend legal claims and allegations.
- For security or the prevention, detection, or investigation of fraud, suspected or actual illegal activity, violations of company policy or rules, or other misconduct.
- To seek advice from lawyers, auditors, and other professional advisers.

### **3. Sensitive Personal Information**

Your sensitive personal information will not be used for any additional purposes that are incompatible with the purposes listed above unless we provide you with notice of those additional purposes and provide the opportunity to limit such use where required by law.

### **4. No Sale of Personal Information**

We do not sell your personal information or your sensitive personal information, nor do we share it with third parties for cross-context behavioral advertising.

### **5. Record Retention**

We retain Personal Information for as long as needed or permitted in light of the purpose(s) for which it was collected. The criteria used to determine our retention periods include:

- The length of time you are employed or have an ongoing relationship with you, and the length of time thereafter during which we may have a legitimate need to reference your Personal Information to address issues that may arise;
- Whether there is a legal obligation to which we are subject, for example, certain laws require us to keep copies of your transactions for a certain period of time before we can delete them; or
- Whether retention is advisable in light of our legal position, such as in regard to applicable statutes of limitations, litigation, or regulatory investigations.

### **6. Your Privacy Rights**

Burlington complies with laws and regulations that permit certain requests related to your data in our files, including, but not limited to, the CCPA. The CCPA, as amended by the CPRA, provides California residents with the following rights regarding their Personal Information:

- The right to know what personal information we have collected, used, disclosed, and sold about you, including the categories of personal information, the categories of sources from which the personal information is collected, the business or commercial purpose for collecting, selling, or sharing personal information, the categories of third parties to whom Burlington discloses personal information, and the specific pieces of personal information Burlington has collected about you.
- The right to correct inaccuracies in your personal information, taking into account the nature of the personal information and the purposes of the processing.
- The right to request deletion of personal information we have collected from you.
- The right to opt out of the selling or sharing of your personal information.

You may exercise these rights through the [form \(click here\)](#) available on our website or by contacting Burlington at (855)355-BURL (2875). . You may also designate an authorized agent to make a request on your behalf by contacting us through our [form \(click here\)](#) or by calling (855)355-BURL (2875).

In order to protect your data from unauthorized access or alteration by third parties, all requests regarding your personal information will be subject to verification of the identity of the requesting

individual. We endeavor to respond to a verifiable request within forty-five (45) days of its receipt. If we require more time (up to forty-five (45) days), we will inform you in writing.

## **7. Changes**

Because our business changes all the time, so does our Privacy Notice. We will post any Privacy Notice changes on this page and, if the changes are significant, we will provide a more prominent notice at the top of this page.

## **8. Questions**

If you have any questions about this Notice, or to request this Notice in another format, please contact [privacy@burlington.com](mailto:privacy@burlington.com).