

Tartan Forensic LLC

Terms and Conditions of Business

Registered Office

Tartan Forensic LLC
30 N Gould St, STE R, Sheridan,
Wyoming
WY 82801, USA

Registration Number
2026-001993630

V.2. Update Date July 26, 2026

Registrants are requested to read the Terms and Conditions contained in this document. Confirming having read and agree to these Terms and Conditions is a conditional part of booking or purchasing a Tartan Forensic LLC training course.

Categorised as follows:

- Scope and Applicability of Terms

- (1) Refunds Policy
- (2) Training Course Feedback
- (3) Copyright
- (4) Data and Privacy

NOTE: Some overlaps between policies are inevitable. These correlations are clearly referenced and explained in this document and kept to a minimum.

Scope & Applicability of Terms: Tartan Forensic LLC Continuing Legal Education (CLE) courses may be booked either: (a) directly through the Tartan Forensic website, or (b) through an accrediting partner, such as a state or regional Bar Association.

- **Refunds Policy:** The Terms & Conditions of the Tartan Forensic LLC refund policy apply to Training courses only.
- For the purposes of these terms and conditions a "**registrant**" is a person who follows the Tartan Forensic LLC courses(s) or an accredited partner's CLE booking and purchase process. Confirmed by proof of payment and booking confirmation.

Regardless of the booking channel or payment processor used, all registrants are bound by Tartan Forensic LLC's core Terms and Conditions, including but not limited to policies governing course conduct, attendance verification, intellectual property, cancellations, and refunds.

Inter-Policy Priority: In the event of a direct conflict between these Terms and Conditions and those of a third-party booking partner or Bar Association, Tartan Forensic LLC's policies shall control regarding course delivery, participant conduct, refund eligibility, and data privacy. Third-party partner terms apply solely to the initial transaction processing on that partner's platform.

Certain provisions of these Terms—specifically regarding mandatory state bar reporting and non-refundable CLE accreditation fees—apply exclusively to attorney registrants. For non-lawyer purchasers, standard consumer digital product policies apply as outlined below

1. REFUNDS

1.1 Live Webinars & Scheduled Classes: Attendance & Refunds

A. Elective Absences: No refunds, credits, or transfers will be issued for non-attendance due to voluntary, elective, or personal scheduling conflicts (e.g., unexpected work meetings, client emergencies, or personal commitments).

B. Unforeseen Emergency Exception: Refund or course credit requests based on extraordinary, unavoidable circumstances (such as severe medical emergencies or sudden family crises) will be evaluated on a case-by-case basis at the sole discretion of Tartan Forensic LLC.

C. Submission Process & Deadlines: To request an exception, registrants must submit a written request to info@tartanforensic.com within **5 business days** following the scheduled course date. Requests must include specific details and relevant supporting documentation to be considered.

D. On-Demand (Pre-Recorded) Courses: Purchases of pre-recorded, self-paced CLE courses are **final and non-refundable** once access to the course content or materials has been granted.

E. Incomplete Attendance & Mid-Course Withdrawals: Refunds, partial refunds, or course credits will not be granted to registrants who fail to attend the full session, arrive late, leave early, or voluntarily withdraw after the course has commenced.

1.2 Non-Transferability, Participant Conduct, & Reporting

1.2.1 Non-Transferability of Registrations .Confirmed registrations for live online webinars, classroom training, or pre-recorded on-demand courses are strictly personal to the named registrant and are non-transferable. Any unauthorized transfer, sharing of access credentials, or circumvention of this policy will result in immediate cancellation of access without refund and an indefinite ban from future Tartan Forensic LLC offerings.

1.2.2 Prohibited Conduct & Removal. Tartan Forensic LLC reserves the right to immediately remove any registrant from a live webinar or classroom session, without a refund, if they engage in disruptive, abusive, or unprofessional behavior. Subject to the sole discretion of Tartan Forensic LLC, prohibited conduct includes, but is not limited to:

- Use of vulgar, offensive, or harassing language;
- Persistent, deliberate disruption of the learning environment; including Disrespectful behavior toward instructors, staff, or fellow participants;
- Violations of Tartan Forensic LLC's Diversity, Equity, and Inclusion Policy;
- Sending hostile or harassing communications to Tartan Forensic LLC personnel.

1.2.3 Unmeritorious Claims & Hostile Communications .While Tartan Forensic LLC maintains a constructive complaint resolution process, refunds will not be issued based on meritless claims, subjective dissatisfaction, or once the internal complaint process has been exhausted. Tartan Forensic LLC reserves the right to terminate communications with any registrant who engages in persistent, belligerent, or intimidating behavior during a dispute.

1.2.4 Reporting to Bar Associations & Governing Bodies. Any violation of Section 1.2—including credential sharing, copyright infringement, severe misconduct, or harassment—may be formally reported to the registrant's accrediting Bar Association or relevant regulatory authority. Formal reports will be issued alongside documentation maintained in accordance with Tartan Forensic LLC's Privacy Policy.

1.2.5 Right to Refuse Service. Tartan Forensic LLC reserves the right to indefinitely bar any registrant from future training sessions or course purchases following a conduct or policy violation, regardless of the outcome of any external Bar Association investigation.

1.3 Refund Request Procedure & Payment Processing

1.3.1 Submission Format To be considered for an exception or refund under Section 1.1, the registrant must submit a written request via email to info@tartanforensic.com containing the following verified information:

- Full Name and Contact Information;
- Course Title and Date of Session (or Purchase Date for on-demand courses);
- Bar Association Name and Bar Membership ID (if applicable);
- Detailed explanation of the request, including verifiable documentation supporting any exceptional or emergency circumstances.

1.3.2 Anti-Fraud & Payment Method Restrictions: Pursuant to financial compliance standards, approved refunds will only be issued back to the original credit card, debit card, or bank account used to make the initial purchase. Under no circumstances will refunds be processed to a different payment method, alternative card, or third-party financial account.

2. Feedback, Misrepresentation Claims, & Complaint Escalation

2.1 Protocol for Complaints and Feedback

Tartan Forensic LLC maintains a structured process to evaluate and resolve participant concerns. All formal feedback or complaints regarding course content, delivery, or administrative issues must be submitted in writing to info@tartanforensic.com. Tartan Forensic LLC will not respond to, process, or investigate anonymous inquiries or comments submitted via social media platforms, public forums, or external communication channels.

2.2 Allegations of Course Misrepresentation or Learning Outcome Discrepancies

If a registrant asserts that a delivered course materially deviated from its advertised description or failed to meet stated learning outcomes, the claim will be reviewed under the escalation procedure outlined in Section 2.5.

For courses convened in direct partnership with an accrediting Bar Association or third-party authority, Tartan Forensic LLC will coordinate with the partner organization as appropriate to review the course materials and delivery standards.

2.3 Finality of Determinations & Communication Limits

Tartan Forensic LLC conducts complaint investigations in good faith. However, once an internal or independent determination has been issued under Section 2.5, that decision is **final**.

Tartan Forensic LLC reserves the right to terminate further correspondence if a complainant continues to raise generalized, repetitive, or irrelevant arguments after the final decision has been communicated. Unprofessional or hostile communications during a complaint review remain subject to the conduct enforcement and reporting rules under Section 1.2.3.

2.4 Non-Impact on Refund Terms

Initiating a complaint or requesting a review does not automatically suspend standard refund eligibility windows or guarantee financial reimbursement. All financial determinations remain strictly governed by Section 1.1 (Refunds) and Section 1.3 (Payment Processing).

1. **Submission & Acknowledgment:**Initial Intake.

The registrant submits a detailed written complaint to **info@tartanforensic.com**. Tartan Forensic LLC will send an automated or written email receipt acknowledging intake.

2. **Initial Assessment & Response:**Within 5 Business Days.

Tartan Forensic LLC reviews the course records, materials, or delivery logs and issues a formal written response or proposed resolution within **five (5) business days** of receipt.

3. **Escalation & Independent Assessment:**Secondary Review.

If the initial resolution is disputed on material grounds regarding course delivery standards, the matter may be referred by Tartan Forensic LLC for internal escalation or independent expert review.

4. **Final Company Determination:**Binding Resolution.

Following the secondary review, Tartan Forensic LLC issues a final written determination. This decision concludes the internal administrative complaint process.

3. Copyright

Ownership of Materials

3.1. All content, materials, publications, course modules, video lectures, slide decks, trade secrets, workbooks, and tools created, published, or provided by Tartan Forensic LLC are the exclusive intellectual property of Tartan Forensic LLC and are protected under United States and international copyright, trademark, and intellectual property laws.

3.2. Permitted Use & Prohibitions: Training courses and associated publications are provided solely for the individual, nontransferable, non-exclusive educational use of the registered participant. You expressly agree that you will not:

- Copy, reproduce, scan, record, screenshot, or duplicate any course materials, Resell, license, rent, lease, sub-license, assign, or commercially exploit any Publications.
- Share account access, login credentials, or downloadable course files with third Parties.
- Create derivative works, summaries, or modified versions based upon Tartan Forensic LLC content.
- Upload materials to public drives, AI training models, peer-to-peer networks, or file-sharing platforms.

3.3. **Legal Implications of Infringement:** Unauthorized use, reproduction, or distribution of Tartan Forensic LLC's copyrighted property is strictly prohibited and constitutes willful copyright infringement. Tartan Forensic LLC aggressively enforces its intellectual property rights.

3.4. Any violation may result in:

1. Immediate Termination: Revocation of course access and forfeiture of all course fees without refund.

2. Professional Disciplinary Reporting: Notification to relevant State Bar Associations, Licensing Boards, or certifying bodies regarding ethics and conduct Violations.

3. Civil Litigation: Legal action seeking statutory damages (up to \$150,000 per wilful infringement under U.S. Copyright Law), actual damages, legal fees, and injunctive relief.

4. Privacy, Data Protection, & Regulatory Compliance

4.1 Global Regulatory Alignment

Tartan Forensic LLC collects and processes personal data in strict compliance with applicable privacy statutes. Our data processing protocols align with:

- United States: State privacy laws (including CCPA/CPRA, Virginia VCDPA, and comprehensive state frameworks) governing transparency, access, correction, and deletion rights.
- European Union & United Kingdom: The General Data Protection Regulation (GDPR / UK GDPR). Processing is conducted strictly under recognized legal bases, including contract fulfillment, legal obligation, and legitimate interest.
- International Standards: Global privacy frameworks including Canada's PIPEDA, Australia's Privacy Act, and Brazil's LGPD regarding purpose limitation, data minimization, and cross-border security standards.

4.2 Technical & Organizational Safeguards

- Data Minimization: Tartan Forensic LLC collects only the data strictly necessary to deliver course materials, verify attendance, process payments, and issue accredited continuing education credits.
- No Sale of Personal Data: Tartan Forensic LLC does not sell, rent, or trade participant records, contact details, or training histories to third parties or marketing lists.
- Data Security & Cross-Border Transfers: User accounts, payment processing, and streaming data are encrypted in transit via TLS 1.3/SSL protocols and stored on secure cloud servers. International transfers utilize approved mechanisms, such as Standard Contractual Clauses (SCCs).

4.3 Data Subject Rights & Contacts Participants may request access to, correction of, or restriction of their personal data by contacting the Data Protection Officer at info@tartanforensic.com. EU/UK residents maintain the right to lodge a complaint with their local Data Protection Authority (DPA). US residents may direct inquiries to the FTC or their respective State Attorney General.

4.4 Mandatory Learner Data Collection & Compliance Audit Schedule.

To satisfy mandatory continuing legal education (CLE) and professional accreditation auditing standards across state bars and regulatory bodies, Tartan Forensic LLC collects and retains specific verification metrics:

Category	Collected Data Points	Primary Regulatory Purpose
Learner Identity	Full Legal Name, Professional Bar / License Number, Email Address.	Verification of active licensing status and certificate attribution.
Engagement Logs	Enrolment timestamps, completion logs, time-in-course duration, video playback logs.	Proof of participatory credit compliance for live and on-demand delivery.
Interactivity Checks	Verification codes clicked, attendance pop-ups, post-module quiz scores (minimum 70–80% pass rate).	Fraud prevention and mandatory audit trail for state licensing boards.
Course Metadata	Official Course ID / Approval Code, Instructor Credentials, Specific Credit Breakdown (e.g., Ethics, Diversity).	Statutory reporting and compliance verification.
Evaluations	Participant course feedback forms.	Accreditation requirement (e.g., State Bar rules, APA standards).

4.5 Record Retention Policy & Statutory Erasure Exceptions

4.5.1 Mandatory 7-Year Retention Window To ensure complete compliance across multi-year state bar auditing cycles (ranging from 2 to 4 years) and mental health board standards (ranging from 5 to 7 years), Tartan Forensic LLC enforces a uniform **seven (7) year retention policy** for all course completion records, attendance logs, evaluations, and certificate issuance histories.

4.5.2 Statutory Exception to Deletion Rights (GDPR / CCPA) Pursuant to Article 17(3)(b) of the GDPR and equivalent provisions in United States state

privacy laws, the right to erasure ("Right to be Forgotten") **does not apply** to data retained to satisfy statutory, regulatory, or accreditation compliance requirements.

Mandatory Retention Disclosure: If you register for or complete a course for professional continuing education (CLE/CE) credit, Tartan Forensic LLC is legally required by state licensing boards and accrediting bodies to retain your completion records, bar/license number, and attendance logs for a minimum of seven (7) years. These records cannot be deleted prior to the expiration of the mandatory retention period.