

Mattress Firm Employee Privacy Notice

Last updated: December 31, 2022

Mattress Firm, Inc. (“Mattress Firm”, “we”, “our”, or “us”) is the employer of all full and part-time employees that work for Mattress Firm and its brands, including Sleep Experts and Sleep.com. If you apply to work at Mattress Firm or for any of its brands such as Sleep.com or Sleep Experts, Mattress Firm, Inc. is the employer of record. By providing your personal information to Mattress Firm, you expressly consent to the use of such information as described in this Privacy Notice. We may change or add to this Privacy Notice, so we encourage you to view it periodically. This Privacy Notice is made available to you for information purposes only and is not a contract between you and Mattress Firm.

What is Not Covered by this Privacy Notice?

We make a variety of discounts and other benefits available to our employees, which are paid for by us but offered solely by third parties. To receive these benefits, you may have to provide your personal information directly to these third-parties. These third parties have their own privacy policies, which we encourage you to review before you submit your personal information. For example, we pay for a voter registration resource for our employees. To use this resource, you need to register directly with the third party provider, which would then collect personal information from you in accordance with its own privacy policy. We do not receive any personal information about you from the provider of this benefit. You should contact these third parties directly for information on their privacy policies and for detail on how they use your personal information.

This Policy Notice does not cover personal information that is protected by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). All privacy notices relating to healthcare plans that we sponsor are given to you separately.

We do not employ children younger than 16 years of age and as such, we do not knowingly collect personal information from children under 16 years of age.

Types of Information We Collect About You

During the past year, we may have collected the following information about you. We may collect the following information about you:

Categories of Information	Information
Identifiers	Name Signature Postal address Email address Date of birth Telephone number Driver’s license number, state identification card number or passport information Bank account number Social security number Emergency contact information
Characteristics of protected classifications	Gender

	Race Ethnicity National origin Age Mental and physical disability Medical condition Marital status Military status
Professional or employment related information	Hire date Salary information Job title Employment status and history Work permit status Professional certifications
Education information	Educational background
Criminal history and drug use	Criminal background screenings (if relevant to your position and permitted under applicable law) Drug screening (if relevant to your position and permitted under applicable law)
Internet or other electronic network activity	Internet or other electronic network activity information, including, but not limited to, browsing time, browsing history, search history, and information regarding your interaction with an internet web site or application.
Geolocation data	Geolocation data (not more precise than your zip code) IP address
Related-party information	Identity and employment information of your spouse, dependents, siblings and persons residing in your household List of organizations in which you have a material ownership interest or with which you serve as an officer or director.
Audio, Electric, Visual, or Similar Information	Recordings of telephone and conference calls and video interviews. On-site video recordings.

How Do We Collect Your Information?

We collect information directly from you. We may collect this information when you:

- Apply for a job with us
- Interview with us
- Accept any employment-related offer from us and submit information to us during the onboarding process
- Enter any of your personal information in our HR Information System
- Acknowledge any of our Associate Handbook and other policies
- Respond to a survey given by, or on behalf of, us
- Visit any of our stores, corporate offices and distribution centers

- Use any of our information systems, networks, applications, devices, computers and communications equipment

If relevant to your position and if allowed by applicable law, we may collect information about you from service providers that perform background checks and drug screenings on our behalf.

How Do We Use Your Information?

During the past year, we may have used information that we have collected about you for the following business purposes. We may use the information that we collect about you for the following business purposes:

Business Purpose	Information Used
<p>To evaluate and process your employment application, and if you are selected for hire, to hire and onboard you.</p> <p>We may use artificial intelligence gained from the processing of your employment application to evaluate the extent to which your application matches applicable job requirements.</p>	<p>Name Signature Postal address Email address Date of birth Telephone number Driver's license number, state identification card number or passport information Bank account number Social security number Salary information Employment status and history Work permit status Professional certifications Educational background Criminal background screenings (if relevant to your position and permitted under applicable law) Drug screening (if relevant to your position and permitted under applicable law)</p>
<p>To pay you and to report payments and related withholdings to tax authorities.</p> <p>We use your personal information to pay you your wages, reimburse you for expenses that you incur in accordance with our Travel and Expense Reimbursement Policy and make other payments that we owe to you. We also use your personal information to verify your payment information and report payments that we make to you to federal, state and local tax authorities.</p>	<p>Name Signature Postal address Bank account number Date of birth Social security number Marital status Salary information Job title</p>

<p>To provide your benefits.</p> <p>We offer a competitive suite of healthcare, wellness and other benefits to our employees. We use your personal information to administer and provide many of these benefits to you. This Policy Notice, however, does not apply to your personal information that is protected by HIPAA.</p>	<p>Name Postal address Telephone number Date of birth Social security number Dependent information</p>
<p>To comply with applicable law.</p> <p>We may use your personal information to respond to government issued equal employment surveys and to respond to subpoenas, wage garnishments and other court orders. We may also use your personal information by providing it to federal, state and local authorities if required by them.</p>	<p>Name Postal address Signature Gender Race Ethnicity National origin Age Military status Salary information Employment status Driver's license number, state identification card number or passport information Social security number</p>
<p>To contact your emergency contact in the event of an emergency.</p> <p>We may contact your next-of-kin or other designated emergency contact in the event of an emergency.</p>	<p>Emergency contact information</p>
<p>To comply with our corporate governance policies.</p> <p>We ask certain employees to give us information on potential related-parties, in accordance with our corporate governance policies, to screen for affiliate transactions and conflicts of interest.</p>	<p>Identity and employment information of your spouse, dependents, siblings and persons residing in your household List of organizations in which you have a material ownership interest or with which you serve as an officer or director.</p>
<p>To survey you about your experience with us.</p>	<p>Name Job title Telephone number Email address</p>

<p>To detect and prevent fraud and criminal activity and to administer our loss prevention program.</p> <p>We may use your personal information for loss prevention purposes. For example, if you have an accident operating heavy machinery or a vehicle, we may require you to take a drug test as part of our investigation into the cause of the accident.</p>	<p>Geolocation data (not more precise than zip code)</p> <p>Internet or other electronic network activity information, including, but not limited to, browsing time, browsing history, search history, and information regarding your interaction with an internet web site or application.</p> <p>Recordings of telephone and conference calls and video interviews.</p> <p>On-site video recordings.</p> <p>Drug screening (if relevant to your position and permitted under applicable law)</p>
<p>For general human resources administration and management.</p> <p>We use your personal information to manage employee relations, conduct employee-related investigations, analyze the performance of benefits that we offer to our employees and to track our compliance with corporate policies such as the promotion of diversity, equity and inclusion in our workplace and gender pay equity.</p>	<p>Name</p> <p>Email address</p> <p>Telephone number</p> <p>Salary information</p> <p>Job title</p> <p>Gender</p> <p>Race</p> <p>Ethnicity</p> <p>National origin</p> <p>Age</p> <p>Military status</p> <p>IP address</p> <p>Geolocation data</p> <p>Internet or other electronic network activity information, including, but not limited to, browsing time, browsing history, search history, and information regarding your interaction with an internet web site, application, or advertisement</p>
<p>To facilitate business-to-business transactions.</p> <p>In the ordinary course of business, we may use your personal information to facilitate communications with our business partners and transactions in which you are involved on our behalf.</p>	<p>Name</p> <p>Job title</p> <p>Telephone number (if you use your personal device for business purposes)</p> <p>Email address</p>

How Long Do We Keep Your Information?

We keep your information as long as we reasonably anticipate needing it to comply with applicable law and our records retention policies, to enforce our rights and to support our employment relationship with you.

How Do We Share Your Information?

During the past year, we may have shared information that we have collected about as described below. We may share information that we collect about you for our business purposes and as legally required or permitted.

With our Service Providers.

We may share information that we collect about you with companies that provide us with services in support of our ongoing human resource administration and management efforts. For example, we may share your information with the company that calculates sales commissions on our behalf. We may also share information about you with payroll processors, third party benefits administrators, technical service vendors, companies that conduct surveys on our behalf, background check providers, consultants and attorneys. These providers must agree to appropriate restrictions on the protection and use of your personal information.

With our Suppliers.

We may share your information with suppliers that participate in Mattress Madness, a program that allows our employees to purchase merchandise at discounted prices. We may share your information so that the participating suppliers can identify you as a Mattress Firm employee eligible to participate in the Mattress Madness promotion.

With Government Authorities.

We may share your information as required or requested by a governmental agency (e.g., to respond to court order, subpoena or wage garnishment and report payments to applicable taxing authorities).

With Law Enforcement and Collection Agencies.

We may disclose your information to law enforcement if we suspect theft or fraud. We may also share your information as part of an investigation or to report actual or suspected criminal activity. We may disclose your information to assist us in collecting a debt owed to us by you.

With Strategic Business Partners.

As we continue to develop our business, we or our affiliates may sell or buy other businesses or entities. In such transactions, your information may be one of the transferred business assets.

At Your Direction.

We may share your information as requested by you.

How is Your Information Sold or Shared under the CCPA?

During the past year, we have Sold or Shared the following information that we have collected about you and others who reside in California. Please note that in this section of our Privacy Notice, “Sold” and “Shared” have the meanings given to them by the California Consumer Privacy Act.

Categories of Personal Information Sold or Shared

- Identifiers (e.g., name, email address)

Categories of Third Parties to Whom Personal Information was Sold or Shared

- Suppliers

Your California Privacy Rights

If you are a California resident, the below information applies to you. Certain terms used in this section have the meanings given to them under the California Consumer Privacy Act (“CCPA”).

Shine the Light

Pursuant to Section 1798.83 of the California Civil Code, if you have an established business relationship with a business, you have the right to request from that business, certain information with respect to the types of personal information that business shares with third parties for those third parties' direct marketing purposes and the identities of the third parties with whom that business has shared such information during the immediately preceding calendar year. Submit your request [here](#).

Please note that under California law, businesses are only required to respond to a Shine the Light request once during any calendar year.

California Consumer Privacy Act

Pursuant to Sections 1798.110 and 1798.115 of the California Civil Code, you have the right to request that a business disclose to you the following:

- (1) The categories of personal information it has collected about you;
- (2) The categories of sources from which the personal information is collected;
- (3) The business or commercial purpose for collecting, selling or sharing personal information;
- (4) The categories of third parties to whom the business discloses personal information;
- (5) The specific pieces of personal information it has collected about you;
- (6) The categories of personal information that the business sold or shared about you, if any, and the categories of third parties to whom the personal information was sold or shared, by category or categories of personal information for each category of third party to whom the personal information was sold or shared; and
- (7) The categories of personal information that the business disclosed about you for a business purpose, if any, and the categories of persons to whom your personal information was disclosed for a business purpose.

Pursuant to Section 1798.105 of the California Civil Code, you have the right to request that a business delete any personal information about you which the business has collected from you.

Pursuant to Section 1798.106 of the California Code, you have the right to request that a business that maintains inaccurate personal information about you, correct such inaccurate information.

Pursuant to Section 1798.121 of the California Code, you have the right to request that a business that collects sensitive personal information about you to limit its use of your sensitive personal information to that which is necessary to perform the services or provide the goods requested by you.

To exercise any of these rights, you may submit your request [online](#), or send a written request to: “Mattress Firm, 10201 S. Main Street, Houston, TX 77025, Attn: Legal Department”. If submitting a written request, please include your name, mailing address, telephone number and email address.

Do Not Sell or Share My Personal Information

Pursuant to Section 1798.120 of the California Civil Code, you have the right, at any time, to direct a business that sells or shares your personal information to not do so, even if no money is exchanged. To exercise this right and opt out of the “sale” and “shar[ing]” (as such terms are defined under the CCPA) of your information, submit your request [online](#), or send a written request to: “Mattress Firm, 10201 S. Main Street, Houston, TX 77025, Attn: Legal Department”. If submitting a written request, please include your name, mailing address, telephone number and email address.

No business may discriminate against you on account of your exercise of these rights.

Appeals

If you would like to appeal any decision that we make with respect to any request that you have submitted regarding your personal information, please submit your request [online](#), or send a written request, noting your appeal, to: “Mattress Firm, 10201 S. Main Street, Houston, TX 77025, Attn: Legal Department”. If submitting a written request, please include your name, mailing address, telephone number and email address.

Changes to this Privacy Notice

We may change this Privacy Notice from time to time.

If you have any questions or concerns about this Privacy Notice, please contact us at Legal@mfrm.com.