



## **LAW ENFORCEMENT DATA REQUEST GUIDELINES**

This document describes procedures law enforcement authorities should follow to request data from LinkedIn.

**UPDATED May 3, 2012**

## How do I serve a data request on LinkedIn?

A data request may be served by fax to 650-810-2897, or in person, via certified mail or express courier at our corporate headquarters:

LinkedIn Corporation  
ATTN: Legal Dept.  
2029 Stierlin Court  
Mountain View, CA 94043  
USA

LinkedIn reserves the right to object to improper service of process. Specifically, LinkedIn will not generally accept service of process by fax for any subpoena requesting in-person testimony of LinkedIn witnesses.

## What types of data requests can I make?

We accept only the following types of requests:

- **Preservation Requests**: For requests that identify an account by (1) name and email address or (2) LinkedIn public profile URL, we will preserve a one-time snapshot of then-existing account records for 90 days, pending service of formal legal process. Preservation requests must be signed, include a valid return email address, be sent on law enforcement letterhead, and assert that steps are being taken to obtain a court order or other legal process for the data sought to be preserved.
- **Formal Legal Requests**: For requests pursuant to formal compulsory legal process issued under U.S. law, we will provide records as required by law.
- **Emergency Requests**: Emergency requests must be made using the attached Emergency Request Form, and will only receive a response if we believe in good faith that serious bodily harm or death of a person may occur if we do not respond without delay. The Emergency Request Form must be submitted by a law enforcement officer and signed under penalty of perjury.

## What information must be included in a data request?

We respond to requests that identify an account by (1) name and email address or (2) LinkedIn public profile URL. LinkedIn public profile URLs come in 2 formats.

Most members' public profile URL can be identified by the following format:

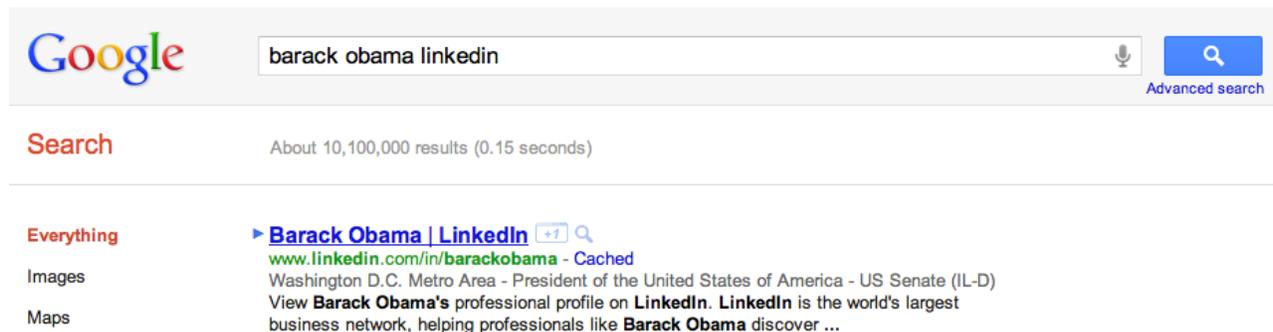
<http://www.linkedin.com/pub/arnold-bell/37/758/579>

LinkedIn members may also have customized their public profile URL. If so, the URL will appear in the following format:

<http://www.linkedin.com/in/barackobama>

You can find a subject's public profile URL in 1 of 2 ways:

First, you may search for the subject's LinkedIn profile via an outside search engine such as Google, Bing, etc. while NOT logged in to your LinkedIn account (for example by searching for "Jon Doe LinkedIn" via Google). Clicking on the link provided at the outside search engine's site typically directs you to the public profile of the LinkedIn member, and the public profile URL will appear at the top of your web browser after clicking.



The image shows a Google search interface. The search bar contains the text "barack obama linkedin". Below the search bar, the results are displayed. The first result is titled "Barack Obama | LinkedIn" and includes the URL "www.linkedin.com/in/barackobama - Cached". The snippet below the title reads: "Washington D.C. Metro Area - President of the United States of America - US Senate (IL-D) View Barack Obama's professional profile on LinkedIn. LinkedIn is the world's largest business network, helping professionals like Barack Obama discover ...". On the left side of the results, there are filters for "Everything", "Images", and "Maps".

← → ↻ [www.linkedin.com/in/barackobama](http://www.linkedin.com/in/barackobama)

**LinkedIn**

 **Barack Obama**  
President of the United States of America  
Washington D.C. Metro Area | Government Administration

Current	<ul style="list-style-type: none"><li>• <b>President at United States of America</b></li></ul>
Past	<ul style="list-style-type: none"><li>• US Senator at US Senate (IL-D)</li><li>• State Senator at Illinois State Senate</li><li>• Senior Lecturer in Law at University of Chicago Law School</li></ul>
Education	<ul style="list-style-type: none"><li>• Harvard University</li><li>• Columbia University in the City of New York</li><li>• Occidental College</li></ul>
Connections	<b>500+</b> connections
Websites	<ul style="list-style-type: none"><li>• White House website</li><li>• Join Barack's LinkedIn Group</li><li>• BarackObama.com</li></ul>

Second, if you are logged into your LinkedIn account, you may search for the subject's profile through LinkedIn's search box in the upper right hand corner of the screen. If you are able to locate the subject's profile and can view the subject's profile page, the public profile URL will be identified under the field "Public Profile" at the bottom of the box located near the top of the web page.

 **Barack Obama** 2nd  
President of the United States of America  
Washington D.C. Metro Area | Government Administration

Current	<b>President at United States of America</b>
Past	US Senator at US Senate (IL-D)  State Senator at Illinois State Senate Senior Lecturer in Law at University of Chicago Law School 
Education	Harvard University Columbia University in the City of New York Occidental College
Connections	<b>500+</b> connections
Websites	<a href="#">White House website</a> <a href="#">Join Barack's LinkedIn Group</a> <a href="#">BarackObama.com</a>
Public Profile	<a href="http://www.linkedin.com/in/barackobama">http://www.linkedin.com/in/barackobama</a>

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## **What contact information must I provide in a data request?**

- Requesting Agency Name
- Requesting Agent Name and Badge/Identification Number
- Requesting Agent Employer-Issued E-mail Address
- Requesting Agent Phone Contact, including the extension
- Requesting Agent Mailing Address (P.O. Box will not be accepted)
- Requested Response Date (Please allow at least 3 weeks for processing; see below for emergency requests)

## **What types of data may be available in response to a request?**

Depending on the type of formal legal process provided, we may be able to respond with one or more of the following types of data:

**Basic subscriber information**, which may include:

- Email address
- Member Identification number
- Date and time stamp of account creation
- Last login date
- Billing information

**Member profile page**, which may include:

- Profile Summary
- Experience
- Education
- Recommendations
- Groups
- Network Update Stream
- User profile photo

Please NOTE, however, that LinkedIn does not retain a copy of information from a Member's profile page once the information is deleted or revised by the member.

**IP Logs**, which, when available, may include:

- **Member ID** – the LinkedIn member ID accessing the account
- **IP address** – the source IP address
- **date\_sk Metrics** – the date the account was accessed
- **Visits** – the number of times the linkedin.com website was accessed by that account on the date

Pursuant to an order or search warrant from an entity with proper jurisdiction over LinkedIn, LinkedIn may also be able to provide Member connections and private communications, which may include (1) Invitations or (2) Messages. NOTE, however, that LinkedIn cannot recover the content of Invitations or Messages once they are permanently deleted by the member.

### **Will LinkedIn notify members of requests for account data?**

**Yes.** LinkedIn's policy is to notify members of requests for their data unless it is prohibited from doing so by statute or court order. Law enforcement officials who believe that notification would jeopardize an investigation should obtain an appropriate court order or other process that specifically precludes member notification, such as an order issued pursuant to 18 U.S.C. §2705(b). Additionally, if your data request draws attention to an ongoing violation of our terms of use, we may take action to prevent any further abuse, including actions that could notify the user that we are aware of their misconduct.

### **Are there any additional requirements for international requests?**

We disclose account records solely in accordance with our terms of service and applicable law. A Mutual Legal Assistance Treaty request or letter rogatory may be required to compel the disclosure of the contents of an account.

### **What should I do if I have an emergency request for data?**

Emergency requests must be made using the attached Emergency Request Form, and will only receive a response if we believe in good faith that imminent serious bodily harm or death of a person may occur if we do not respond without delay. The Emergency Disclosure Request must be submitted by a law enforcement officer and signed under penalty of perjury.

## EMERGENCY DISCLOSURE REQUEST FORM

Requesting Agency Name:

Requesting Agent Name:

Requesting Agent Badge/Identification Number:

Requesting Agent Employer-Issued E-mail Address:

Requesting Agent phone number (including any extension or cell phone):

Detailed description of the nature of the emergency and why the threat is imminent (i.e., description of why there is a potential for imminent serious bodily harm or death and why the normal disclosure process would be insufficient):

Identifying Information for user account ((1) LinkedIn public profile URL or (2) name and email address):

Detailed explanation of information needed to resolve emergency (Please do not respond by asking for all available information as this will likely result in delaying or denying your request):

I declare, under penalty of perjury, that to the best of my knowledge, the foregoing is true and correct.

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Signature and Badge Number

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Date