# **Privacy Policy**

This document outlines how personal information may be collected and used (or not used) on this web site, and outlines responsibilities and liabilities that correspond to such collection and/or use. These terms cover this web site and its content exclusively, and do not include web sites that are linked, or malicious third-parties.

It is our commitment to end users to operate this web site with integrity and honesty – taking the time, effort, and care to protect users and information that may be provided.

#### Collection of Information

We only collect personal information such as names, addresses, and contact information when it is voluntarily submitted by our users. The information provided is only used to fulfill your specific request, and cannot be used for any other purpose unless permission is given by the individual who provided the information.

#### Third Parties

We may link to or display content from third parties on our web site. Should a user follow such links they would be leaving this web site and no longer be governed by this privacy policy. This policy and these terms apply only to content existing on this web site.

### Cookies and Tracking Technology

This site may use cookies or browser tracking technologies to provide a better overall user experience. This information allows us to continue modifying the site to meet end user browser types, operating systems, and frequency of visits. Personal information cannot be collected by these methods unless expressly provided by the end user. Aggregate cookie and tracking information may be shared with third parties.

This policy applies only to interactions taking place via the web site, and does not govern offline interactions.

#### Distribution of Information

We may only share your personal information with government agencies or other companies assisting us in fraud prevention or investigation, and when it is legally required for us to do so. This information is never shared with third-party companies for marketing purposes.

#### Commitment to Security

When personal information is provided to us voluntarily by end users, we agree to make reasonable efforts to make such information secure. Only authorized employees, agents and contractors (who operate under confidentiality agreements) will ever have access to such information, and are also stipulated to make every effort to ensure security and integrity of the data.

## Rights to Changes

We reserve the rights to make changes to this document and these terms without notice to end users, but will highlight any changes on this page.

## What do we use your information for?

Any of the information we collect from you may be used in one of the following ways: ; To personalize your experience (your information helps us to better respond to your individual needs) ; To improve our website (we continually strive to improve our website offerings based on the information and feedback we receive from you) ; To improve customer service (your information helps us to more effectively respond to your customer service requests and support needs) ; To process transactions Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product or service requested. The email address you provide may be used to send you information, respond to inquiries, and/or other requests or questions.