# **Website Privacy policy**

This privacy policy has been compiled to better serve those who are concerned with how Personally Identifiable Information is being used online. Please read our privacy policy carefully to get a clear understanding of how we collect, use, protect or otherwise handle your Personally Identifiable Information in accordance with our website.

# What personal information do we collect from the people that visit our website?

When subscribing to or contact us through our site, as appropriate, you may be asked to enter your name, email address, mailing address, phone number or other details to help process your request.

# When do we collect information?

We collect information from you when you send us a request, subscribe to our site or enter information on our site.

# How do we use your information?

We may use the information we collect from you when you send us a request, subscribe to our site or enter information on our site in the following ways:

 $\cdot$  To improve our website in order to better serve you.

We collect your email address in order to:

- · Send information, respond to inquiries, and/or other requests or questions.
- We may also send you additional information relating updates on the site.

# How do we protect visitor information?

Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems, and are required to keep the information confidential.

We do not collect credit card information on this site.

#### **Third Party Disclosure**

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information unless we provide you with advance notice. This does not include website hosting partners and other parties who assist us in operating our website, conducting our business, or servicing you, so long as those parties agree to keep this information confidential. We may also release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others' rights, property, or safety.

#### Third party links

At this time, we do not include or offer third party products or services on our website.

#### Questions

If there are any questions regarding this privacy policy you may contact us via the form on the Contacts page.

This Privacy Policy is effective as of 18th May 2018