

### **What information do we collect?**

We collect information from you when you register on our site by placing an order, submitting your email address to obtain some information, or filling out forms such as the contact forms that are throughout the site.

When ordering or registering on our site, as appropriate, you may be asked to enter your: name, e-mail address, mailing address, or phone number. You may, however, visit and browse our site anonymously.

### **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 make purchasing a product more personal.

**To improve customer service** - Your information helps us to be more effective in our response 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 free or purchased product or service requested.

### **How do we protect your information?**

We implement a variety of security measures to maintain the safety of your personal information when you place an order or enter, submit, or access your personal information.

We are hosted on a secure server and all sensitive credit card information is transmitted via Secure Socket Layer (SSL) technology and then encrypted into our payment gateway provider's database. The data can only be accessed by those authorized with special access rights to such systems, and they are required to keep the information confidential.

After a transaction, your private information and credit card information will not be stored on our servers.

### **Do we use cookies?**

Cookies are small files that a site or its service provider transfers to your computer's hard drive through your web browser (*if you allow this in your browser settings*).

Cookies enable a site's or service provider's systems to recognize your browser and capture and remember certain information. This enables a more customized browsing experience when visiting a site.

We use cookies to help us remember and process the items in a shopping cart and compile aggregate data about site traffic and site interaction so that we can offer better site experiences and tools to our customers and visitors in the future.

### **Do we disclose any information to outside parties?**

We do not sell, trade, or otherwise transfer to outside parties any of your personally identifiable information. This does not include trusted third 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. However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses.

### **Third party links**

Occasionally, at our discretion, we may include or offer third-party products or services on our website. These third-party sites have separate and independent privacy policies. We, therefore, have no responsibility or liability for the content and activities of these linked sites. Nonetheless, we seek to protect the integrity of our site and welcome any feedback about these sites.

### **Children's Online Privacy Protection Act Compliance**

We are in compliance with the requirements of COPPA (Children's Online Privacy Protection Act) and we do not collect any information from anyone under 13 years of age. Our website, products, and services are all directed to people who are at least 13 years old or older.

### **Online Privacy Policy Only**

This online privacy policy applies only to information collected through our website and not to information collected offline.

### **Your Consent**

By using our site, you consent to our privacy policy.

### **Newsletter (if applicable)**

By becoming a customer by either purchasing a product or service or signing up for a free downloadable product, you acknowledge and agree to be signed up for our newsletter which will be sent to you occasionally for either new features, special promotional offers, or when new items are released. You are free to opt-out at any time by clicking on the link provided in the newsletter. We do not give your email or personal information to any third-party companies.

### **Changes to Our Privacy Policy**

If we decide to change our privacy policy, we will post those changes on this page

### **Contacting Us**

If there are any questions regarding this privacy policy or would like to have your data and subscription information removed, you may contact us directly.