

# Privacy Policy

*Please add a link to a .pdf of the below privacy policy to the universal footer of your website.*

## **Privacy Policy**

What information do we collect?

We collect information from you when you register on the site, correspond to a survey or communication such as e-mail. When registering, we may ask you for your name, e-mail address, mailing address, phone number, or other information.

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

We may use the information we collect from you when you register in the following ways: To personalize your site experience and to allow us to deliver the type of content and product offerings in which you are most interested. To allow us to better service you in responding to your customer service requests. If you have opted-in to receive our e-mail newsletter, we may send you periodic e-mails. If you would no longer like to receive promotional e-mail from us, you can opt out at any time. If you have not opted-in to receive e-mail newsletters, you will not receive these e-mails.

## **Do we use “cookies”?**

Like many websites, we use "cookies" to enhance your experience and gather information about visitors and visits to our websites. 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) that enables the site's or service provider's systems to recognize your browser and capture and remember certain information. They are also used to help us understand your preferences based on previous or current site activity, which enables us to provide you with improved services. We also use cookies to help us compile aggregate data about site traffic and site interaction so that we can offer better site experiences and tools in the future. We may contract with third-party service providers to assist us in better understanding our site visitors. These service providers are not permitted to use the information collected on our behalf except to help us conduct more targeted and relevant marketing.