### Silvertonconsulting.com Privacy Policy Last Updated 08Jul2013

#### **Personal Information Collected**

We will ask when we need information that identifies you (personal information) or allows us to contact you to provide a service, supply information you have requested, or ordering e-mail newsletters. Information we collect may include your name, title, company or organization name, work e-mail, work phone, work or home address, job, and company information.

The Site may collect certain information about your visit, such as ISP name and IP address you access the Internet through; the date-time you access the Site; the pages accessed at the Site and the URL site from which you linked to our site. We use this information to improve our Site.

#### **Personal Information Use**

The personal information collected on this Site will be used to operate the Site and to provide the service(s) or carry out the transaction(s) you have requested or authorized. Silverton Consulting, Inc. (SCI) may use supplied personal information to provide you with better service, to improve the Site and any related services, and to make the Site easier to use.

Silvertonconsulting.com may use your information to provide you with important information about services you use. Additionally, with your permission, we may send you information about other SCI products and services. Each e-mail communication includes an email address, which you can use to send an "unsubscribe and stop" message to cease delivery of that communication.

SCI occasionally hires other companies to provide limited services on our behalf. We will only provide those companies personal information they need to deliver the service we have contracted for. They are required to maintain confidentiality of our information and are prohibited from using it for any other purpose.

SCI may disclose personal information if required to do so by law or in good faith believe that such action is necessary to (a) conform to the edicts of the law or comply with legal process served on SCI or the Site; (b) protect and defend the rights or property of SCI Web sites; or (c) act in urgent circumstances to protect the personal safety of SCI employees or agents, users of SCI products or services, or members of the public.

SCI abides by the safe harbor framework as set forth by the U.S. Department of Commerce regarding the collection, use, and retention of data from the European Union.

**Personal Information Control** 

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Except as otherwise described in this statement, personal information you provide on the Site will not be shared outside of SCI and its controlled subsidiaries and associates without your permission. As described below in the next section, you can access your personal information and make necessary changes.

Please be aware that this privacy statement and any choices you make on the Site will not necessarily apply to personal information you may have provided to SCI in the context of other, separately operated, SCI products or services.

Silvertonconsulting.com may send out periodic e-mails informing you of technical service or other issues related to a product or service you requested, or confirming your request for a product or service. In some Silvertonconsulting.com services customer contact is intrinsic to the contracted service. You will be unable to unsubscribe to these mailings, as they are an essential part of the chosen service(s).

#### **Personal Information Access**

You can review any personal information and contact preferences you provided at this Site by emailing <a href="mailto:admin@silvertonconsulting.com">admin@silvertonconsulting.com</a> with a "request for personal information" or by contacting us by mail at the address listed below. We will attempt to confirm the sender of the request by phone and will respond in accordance with the request.

# **Personal Information Security**

SCI is committed to protecting the security of your personal information. We use a variety of security technologies and procedures to help protect your personal information from unauthorized access, use, or disclosure. For example, we may store your personal information in encrypted form so that only authorized users may access the data. Additionally, when we transmit sensitive personal information over the Internet, we protect it through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

# **Children's Personal Information Protection**

Silvertonconsulting.com is a business-to-business site and does not knowingly collect any personal information from children.

## **Cookie Use**

Silvertonconsulting.com does not currently use cookies. However, Silverton Consulting does use PPC advertising and analytics services such as Google Adwords and Google Analytics. Both of these services use cookies on our behalf to track advertising or conversion activity. In addition, we employ remarketing services with our PPC provider which uses cookies to track page access and to target advertisements.

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# **Privacy Statement Enforcement**

If you have questions regarding this statement, you should contact SCI at admin@silvertonconsulting.com

# **Privacy Policy Changes**

We may update this privacy statement and at that time we will update the "last updated" date at the top of the privacy statement. For significant changes we will provide notice either by placing a prominent notice on the home page of our Web site or by directly sending you notification. We encourage you to periodically review this privacy statement to stay informed about how we are protecting your personal information, which we collect. Your continued use of the service constitutes your agreement to this privacy statement and any updates.

#### **Contact Information**

SCI welcomes comments regarding this privacy statement. If you believe that SCI has not adhered to this privacy statement, please send an email to <a href="mailto:admin@silvertonconsulting.com">admin@silvertonconsulting.com</a> or via mail at the address listed below, and we will use commercially reasonable efforts to promptly determine and remedy the issue.

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