



# PRIVACY POLICY

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

We collect information from you when you register on our site, place an order, subscribe to our newsletter, respond to a survey, or fill out a form. When ordering or registering on our site, as appropriate, you may be asked to enter your name, e-mail address, mailing address, phone number or credit card information. You may, however, visit our site anonymously.

## **What do we use your information for?**

Any information we collect from you may be used To personalize your experience, improve our website, improve customer service, process transactions, administer a contest, promotion, survey, or other site feature, or send periodic emails.

Your public or private information 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.

If at any time you would like to unsubscribe from receiving future emails, we include detailed unsubscribe instructions at the bottom of each email.

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

We do not sell, trade, or otherwise transfer your personally identifiable information to outside parties. 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 our or others' rights, property, or safety. However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses. 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.



After a transaction, your private information (credit cards, social security numbers, financials, etc.) will not be kept on file for more than 30 days.

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

Yes (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 sites or service providers systems to recognize your browser and capture and remember certain information. We use cookies to help us remember and process the items in your shopping cart, understand and save your preferences for future visits, and compile aggregate data about site traffic and site interaction to 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 cannot use the information collected on our behalf except to help us conduct and improve our business.

### **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.

### **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 online privacy policy.

### **Contact Us**

If there are any questions regarding this policy at [donna@donnamcphersoncpa.com](mailto:donna@donnamcphersoncpa.com)