Driscoll Web Development

Custom Professional Web Solutions

PRIVACY POLICY Effective July 26, 2007

What is the scope of this policy?

The internet is a big and (sometimes) bad place. Unfortunately, this policy cannot account for the security of your computer or that of your internet connection. Therefore, this policy only applies to personally identifiable information that we knowingly and purposefully collect from you.

What personally identifiable information do you collect?

During your interactions with us we may collect some or all of the following information about you: your name, address, phone number, email address, your company/organization name, and the industry in which your company/organization operates. When necessary for security reasons we may also collect your computer's IP address. Typically, we will only collect from you the information that you give voluntarily to us. We will inform you clearly in writing if we must collect information from you involuntarily.

How do you collect personally identifiable information?

We may collect your personally identifiable information by phone, mail, email, or through forms located on our website (<u>www.driscollwebdev.com</u>). Please note, however, that we will never ask you to volunteer any passwords, credit card information, or other confidential information by email or by phone. Also, we will never use, store, or share involuntarily supplied information.

How will you use my personally identifiable information?

If you inquire about our services, then we will use your personally identifiable information to respond to your inquiry. If you choose to opt-in to receive additional information from us, then we will contact you periodically about new services or promotions that are appropriate to you. We will not use your personally identifiable information for any other purpose.

Will you ever share my personally identifiable information with another party? We take your privacy and security very seriously. So, there are only two cases in which we will share your personally identifiable information with someone else:

- 1) If you opt-in to receive information from our partners/affiliates, then we will supply your personally identifiable information to them. Please note that we cannot be responsible for the manner in which our partners/affiliates use your personally identifiable information; please refer to their privacy policies.
- 2) If we are asked by the appropriate authorities, then we will supply your personally identifiable information to those authorities in order to cooperate with any ongoing investigation.

Will you ever sell my personally identifiable information to another party? No. We will never, under any circumstances, sell your personally identifiable information to anyone.

Are you responsible for how other parties use my information?

Our website may contain links to websites that belong to other businesses or organizations. Unfortunately, we cannot take responsibility for how any other parties use your personally identifiable information. Therefore, we strongly recommend that you review those parties' privacy policies before opting to share your information with those parties.

Do you use cookies?

Yes, we do use cookies as a way to keep track of your information while you are using our site. However, the cookies that we store on your computer are *session cookies*, so they will be deleted from your computer when you close your internet browser. In addition, we will never store information on your computer that you do not voluntarily give to us.

Will the policies stated in this document ever change?

We reserve the right to add, change, or remove policies to/from this document at any time. If the changes are significant then we will make every effort to notify in writing (via mail or email) that our privacy policies have changed. However, we recommend that you review our privacy policy document every time that you use our website so that you are well-informed of our privacy practices. The date shown at the head of the document reflects the last date on which changes were made to the document.

Who should I contact if I have questions about this privacy policy? You should address all questions in writing to:

Driscoll Web Development 3060 Bristol Rd., #296 Bensalem, PA 19020

You may also email your questions to brian@driscollwebdev.com

Who should I contact if I have a complaint regarding your privacy practices and/or your adherence to the policies stated in this document?

We strongly recommend that you attempt to contact us directly first with your complaint, as we are typically able to resolve matters much more quickly and easily. However, if you choose not to do this or if you have already contacted us and have not received a satisfactory response, then you should file a formal complaint with the Federal Trade Commission.

The FTC complaint form may be found at https://rn.ftc.gov/pls/dod/wsolcq\$.startup

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