#### What information do we collect?

We receive, collect and store any information you enter on our website or provide us in any other way. We also collect personally identifiable information (including name, email, phone number, and address); payment details (including credit card information), comments, feedback, reviews, and recommendations.

#### How do we collect information?

When you conduct a transaction on our website, as part of the process, we collect personal information you give us such as your name, address and email address. Your personal information will be used as forms of communication and contacts in order to complete your work.

## Why do we collect personal information?

We collect such Non-personal and Personal Information for the following purposes:

- To provide and operate the Services;
- To provide our Users with ongoing customer assistance and support;
- To be able to contact our Visitors and Users with general or personalized service-related notices and promotional messages;
- To create aggregated statistical data and other aggregated and/or inferred Non-personal Information, which we may use to provide and improve our respective services;
- To comply with any applicable laws and regulations.

## How do we store, use, share and disclose our site visitors' personal information?

Our company is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to sell our products and services to you. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.

All direct payment gateways offered by Wix.com and used by our company adhere to the standards set by PCI-DSS as managed by the PCI Security Standards Council, which is a joint effort of brands like Visa, MasterCard, American Express and Discover. PCI-DSS requirements help ensure the secure handling of credit card information by our store and its service providers.

#### How do we communicate with our site visitors?

We may contact you to notify you regarding your account, to troubleshoot problems, to resolve a dispute, to collect fees or monies owed, to poll your opinions through surveys or questionnaires, to send updates about our company, or as otherwise necessary to contact you to enforce our User Agreement, applicable national laws, and any agreement we may have with you. For these purposes we may contact you via email, telephone, text messages, and postal mail.

# How do we use cookies or other tracking tools?

Our website platform is provided by Wix. Wix uses cookies for important reasons, such as:

- To provide a great experience for visitors and customers.

- To identify registered members.
- To monitor and analyze the performance, operation and effectiveness of Wix's platform.
- To ensure our platform is secure and safe to use.

The following links explain how to access cookie settings in various browsers:

- Cookie settings in Firefox
- Cookie settings in Internet Explorer
- Cookie settings in Google Chrome
- Cookie settings in Safari (OS X)
- Cookie settings in Safari (iOS)
- Cookie settings in Android

To opt out of being tracked by Google Analytics across all websites, visit this link: <a href="http://tools.google.com/dlpage/gaoptout">http://tools.google.com/dlpage/gaoptout</a>.

## How can our site visitors withdraw their consent?

If you don't want us to process your data anymore, please contact us at <a href="mailto:chris@castlewoodconcrete.com">chris@castlewoodconcrete.com</a>.

# **Privacy policy updates**

We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.

### **Questions?**

If you would like to: access, correct, amend or delete any personal information we have about you, you are invited to contact us at <a href="mailto:chris@castlewoodconcrete.com">chris@castlewoodconcrete.com</a>.