Privacy Policy

*Effective 22 May 2017*

This privacy policy is applicable to information collected online from users of this website. Below, you can learn what kind(s) of information we collect, when and how the information might get used, how that information is protected, and the choices available to you regarding your personal information.

What personal information is collected through this website/how is it used?

Information from users is collected in three ways: (1) through cookies, (2) through server logs, and (3) from users directly. We primarily use this data to provide users with relevant resources, services, and information that will hopefully help our users. WE DO NOT SHARE ANY OF THE INFORMATION YOU PROVIDE US WITH OUTSIDE PARTIES unless we believe (in good faith) that it is required by law.

**Cookies:**

In order to provide users with an efficient and personal experience, our website may store cookies and track information about you. Cookies are small bits of data sent to your computer from a server and stored on your computer. We use cookies to help you navigate our website during your visit. Cookies also allow your passwords and preferences to be saved for future use so you don’t have to re-enter them each visit.

Cookie usage is a standard part of most websites and most browsers are set at default to accept them. But, you can change your browser to prohibit cookies or notify you when you receive them. Some website features do not function properly if you block cookies.

**Server logs:**

When you visit our website, we may track information from your visit. Servers automatically capture and store the information electronically. Examples of the information include:

* Your unique internet protocol address, your internet service provider’s name, the town/city/state/country where you access the website, date and time of visit, number of links clicked on the site, which browser you use, previous webpage, pages viewed on the website, and some searches you conduct on our website.

This info helps us to protect the website and content from inappropriate use and to improve our user’s experience.

**Information given directly by users:**

If you fill out our contact form on the website, we ask that you provide some personal information. We only require your name and e-mail address on the contact form so that we can respond to your inquiry with us. Also, please do not submit any confidential, sensitive personally identifiable information, or proprietary data (collectively, “Sensitive Data”) via this website or contact form. If you choose to submit any Sensitive Data, you do so at your own risk and *we will not be held liable to you or otherwise responsible for any consequences of your voluntary transmission*.

Information provided to us by people through the website will be used to respond to your inquiry. Also, that information may be used to communicate with you in the future. If you do not wish to receive such communications, of course you may opt out.

Who or whom has access to the information?

UNDER NO CIRCUMSTACNE DO WE SELL, RENT, OR LEASE mailing lists or other user data to third parties. WE WILL NOT GIVE YOUR PERSONAL INFOMRATION to any unaffiliated third party, *except*:

* Should we be unable to assist you but we know of an unaffiliated law firm or attorney that might be able to help you, we may refer you to that firm/individual and share information provided to us with them (with your permission).

Do we protect personal information?

In short, yes. We take proper security measures to prevent your information from accidental loss or unauthorized use/disclosure/access, but in this day and age we cannot guarantee that no one will be able to defeat our security.

Can I amend, correct, or have my personal information deleted?

Yes, you can call our main office number or fill out the website’s contact form at any time in order to:

* Opt out of communication from us, change/correct any information we have correct from you, see what data (if any) we have for you, and ask us to delete any data about you.

Please call us or send a message through the contact form if you have any questions or concerns that we have not already answered.