

## **Cirqua® Customized Water Privacy Policy**

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Thank you for visiting [www.Cirqua.com](http://www.Cirqua.com) ("Cirqua® Customized Water "). Cirqua® Customized Water is committed to providing our visitors with content and services characterized by outstanding quality and customer service. Because the Internet is an evolving medium, Cirqua® Customized Water reserves the right to change this Privacy Policy. Please check for updates regularly. Your continued use of this site or any of the services offered herein following any such change will constitute your acceptance of all changes. In addition, by visiting our site, you agree that your visit, and any dispute over privacy, is governed by this Privacy Policy and our Terms of Use. Please read both carefully before using our site.

### **Our Commitment To Privacy**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find we make it available on every page of our web site.

### **The Information We Collect**

We will request only the information we need in order to provide the highest level of service to you. On some pages of the web site, you can order products and services, make requests, and register to receive materials. The types of personal information collected at these pages include:

- Name
- Address
- Phone number
- Company Information/Profile
- Email address
- Credit/Debit Card Information

Our web site utilizes cookies to log IP addresses and browser information for the purposes of system administration and user functionality. Logs may be analyzed to improve the value of the materials available on our website. While user sessions are tracked, users remain anonymous. We do not link IP addresses to any personally identifiable information.

### **How We Use Information**

We use the information you provide about yourself or someone else when placing an order or making a request only to the extent necessary to complete that order or request. From time to time, we may send information about our services to the email or mailing address provided by you. To be removed from receiving any mailings, you may contact our customer service department at [Info@Cirqua.com](mailto:Info@Cirqua.com) or 805.987.7372, ask for Customer Service. We will not release personal information about you without your consent unless we think that such action is necessary to comply with the law or legal process or to protect the interests of Cirqua® Customized Water or others.

### **Our Commitment To Data Security**

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of

information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect. When credit card and account information is transmitted we use industry standard, SSL (secure socket layer) encryption.

The Online Ordering System and My Account Section of this site will timeout after 1 hour of inactivity. All pages containing sensitive, personally identifiable information will refresh to a generic page to protect confidential user information. Once "timed-out" you will need to re-identify yourself (log in) in order to view secure pages displaying sensitive, identifiable information. You are solely responsible for keeping your password secret. Never give your password to anyone, even someone claiming to be a Cirqua® Customized Water employee.

### **Web Linking**

Cirqua® Customized Water may link to other web sites. These sites may collect user or personal information. Since we do not control these sites we are not responsible or liable for the privacy practices or content of such sites.

### **Our Commitment To Children's Privacy**

Protecting the privacy of the very young is especially important. For that reason, we never collect or maintain information at our website from those we actually know are under 13, and no part of our website is structured to attract anyone under 13.

### **How To Access Or Correct Your Information**

You may access or correct your personally identifiable information that we maintain by logging into My Account or contacting our Customer Service Department at [Info@Cirqua.com](mailto:Info@Cirqua.com). To better protect your privacy and security, your email address must match the email address used to establish your account. We use this procedure to better safeguard your information. If you have any questions you may contact our customer service by phone at 805.987.7372.

### **How To Contact Us**

Should you have any other questions or concerns about this privacy policy please call us at 805.987.7372 or send us an email to [Infor@Cirqua.com](mailto:Infor@Cirqua.com).

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