

# Privacy Policy

We take privacy very seriously. Our policy is simple: We will not sell, rent or distribute your name, email address or any other identifiable information to any third party without your consent.

## Collection and Use of Information about Customers

We are the sole owner of the information collected on our sites. When you complete an online quote request or purchase, we collect your name, shipping and billing addresses, telephone number, credit card number and email address (optional) so that we can process your request for quotation or your order and ensure that the information or the product(s) is delivered to the correct address. We ask for your email address so that we can send you emails following a purchase that confirms your purchase and provides an order summary with your order number and a tracking number so that you can determine the status of your order. We ask for your phone number so that we may contact you if there are any problems with your order or shipping.

## Internet Cookies

Our site uses a feature of your Internet browser called a "cookie" to assign a unique identification to your computer. This little piece of data is stored on your hard drive to track clicks made on your computer to our store. We use cookies to determine whether you have previously visited our store, and whether you came to our site via a specific Internet link.

Usage of a cookie is in no way linked to any personally identifiable information about visitors to our site. Cookies are helpful because they can be used to help save and retrieve user names along with information about past purchases. Should you disable the use of cookies on your browser, you will need to re-enter this information whenever you visit our site.

## Server Log Files

Our site uses IP addresses to analyze trends, administer the servers, track user movement and gather broad demographic information for aggregate use. IP addresses are not linked to personally identifiable information.

## Information Sharing

We have third party relationships with a credit card processing company and shipping companies. These parties are not allowed to use personally identifiable information except for the purpose of providing these services. These companies do not retain, share, store or use personally identifiable information for any secondary purposes.

## Links to Other Sites

Our site may contain links to other sites. We encourage our users to be aware when they leave our site through links to other sites, as we do not guarantee that these sites adhere to the same high standards of privacy and security that we uphold. Users should read the privacy statements of each and every web site that collects personally identifiable information.

## Why we need an email address during check out

The email address you provide during checkout is only used to send you an email confirmation with your order details, along with an email containing tracking information once your order has shipped. In some cases, we will email a customer if there is a problem with their order (e.g., problem with credit card, item suddenly becomes back-ordered, etc.).

## Secure Check Out and Credit Card Protection

Our servers are hosted within a secure hosting facility, behind an up-to-date firewall and monitored by intrusion detection systems.

The checkout and confirmation areas of our site are secured using SSL (Secure Sockets Layer) technology, ensuring that your credit card number and personal data are never sent over the Internet without encryption.

Your credit card information is stored on a secured server that is not connected to the Internet. Statistically, using your credit card to make purchases on our site is more secure than using it in a department store.

Your full credit card number is never displayed on our site--just select numbers. This prevents someone from seeing your card number on your monitor.