

SMBCEC.ORG

WEBSITE PRIVACY POLICY

BEFORE USING OUR SITE, PLEASE READ THIS PRIVACY POLICY CAREFULLY

This Privacy Policy is applicable to ***smbcec.org*** and sets out our policy on the gathering and use of information on this site. ***Smbcec.org*** is committed to providing a safe website for visitors of all ages and has implemented this policy to demonstrate its firm commitment to your privacy. ***Smbcec.org*** complies with all Federal and Provincial privacy laws and regulations including the Personal Information and Electronic Documents Act.

There may be links from our site to other web sites - note that this Privacy Policy applies only to our site and not to web sites of other companies, organizations or individuals to which our site may be linked. You must check on any linked sites for the privacy policy that applies to that site and/or make any necessary inquiries in respect of that privacy policy with the operator of the linked site. These links to third party websites are provided as a convenience and are for informational purposes only. ***Smbcec.org*** does not endorse and is not responsible for these linked websites.

Although you are not required to register to access our site, you may be asked to provide us with personal information when you visit certain sections. Your use of our site signifies your acknowledgement and consent to our Privacy Policy, your acceptance of its terms and any changes in effect at the time of its use. If you do not agree to this Privacy Policy, please do not continue to use our site.

COLLECTION OF PERSONAL INFORMATION

Personal Information is information about you that identifies you as an individual, for example, your name, address, e-mail address, or telephone number. We will provide you with the means to ensure that your personal information is correct and current. You may review and update this information at any time in your account.

Each registrant has an exclusive personal profile that is assigned a unique identification number to ensure that only you can access your profile.

We collect information that you voluntarily provide to us through responses to surveys, search functions, questionnaires, feedback, Tell Your Story forms and the like. We may also ask you to provide additional information such as your e-mail address if you want to obtain additional services, information, participate in a contest or to resolve complaints or concerns.

If you choose not to register or provide personal information, you can still use most of our site. But you will not be able to access areas that require registration.

HOW DOES *SMBCEC.ORG* USE INFORMATION GATHERED ABOUT ONLINE VISITORS?

Before forwarding any personal information to us, be advised that any information gathered on our site may be used in the aggregate for research and development relating to our site and/or for future site development and, if you ask us, to send you promotional materials. In particular, we may use information gathered about you for the following purposes: to monitor interest in our range of products and to assist us to tailor the content of our site to your needs by collecting information about your preferences through tracking of patterns page views on our site; to create a profile relating to you in order to show you the content that might be of interest to you and to display

the content according to your preferences; and, in circumstances where you have indicated that you wish to receive additional information, to send you information about us and promotional material about our products together with details of any offers we may have available from time to time.

When you sign up with us, we ask for your credit card number and billing address. We use this information only to bill your membership at that time. For your convenience, we do save billing information in case you want to renew your membership with us again, but we don't use this information again without your permission.

We occasionally hire other companies to provide limited services on our behalf. We will only provide those companies the information they need to deliver the service, and they are prohibited from using that information for any other purpose.

PROMOTIONAL AND INFORMATIONAL OFFERS

If you decide to register, you will be able to select the kinds of information you want to receive from us by subscribing to various services, like our electronic newsletters. If you do not want us to communicate with you about other programs, events, or services by email, postal mail or telephone, you may opt-out.

With the permission of an online visitor, information submitted at the time of registration or submission may be used for marketing and promotional purposes **Smbcec.org**. If a visitor objects to such use for any reason, its use may be vetoed, either by e-mail request or by modifying the registration information provided.

Smbcec.org uses reasonable efforts to maintain visitors' information in a secure environment. If you have submitted personal information and want to change it or opt-out, please contact us as described below.

We do not allow other companies to offer our registered customers information about their products and services.

DISCLOSURE OF INFORMATION

Smbcec.org will not disclose personal information that you provide on its sites to any third party, except: i) in accordance with the terms of this Privacy Policy; ii) to comply with legal requirements such as a law, regulation, warrant, subpoena or court order; iii) protect and defend the rights or property of **smbcec.org**; and, iv) to act in urgent circumstances to protect the personal safety of users of the site or the public.

Be aware that any of these disclosures may involve the storage or processing of personal information outside of Canada and may therefore be subject to different privacy laws than those applicable in Canada, including laws that require the disclosure of personal information to governmental authorities under circumstances that are different than those that apply in Canada.

PROTECTION OF CHILDREN ONLINE

Smbcec.org does not publish material targeted at children. We consider the protection of children's privacy, especially online, to be of the utmost importance. We do not knowingly collect or solicit personal information from children nor do we allow them to become registered users of, or to request information through our site.

PROTECTION OF INFORMATION

Smbcec.org strictly guards the security of your personal information and honours your choices for its intended use. We carefully protect your data from loss, misuse, unauthorised access or disclosure, alteration, or destruction. Your personal information is never shared without your permission. Your data is stored in password-controlled servers with limited access. Your information may be stored and processed in a country other than the country where **smbcec.org**, its subsidiaries, affiliates or agents are located.

We guarantee your e-commerce transactions to be 100% safe and secure. When you place orders or access your personal account information, you're utilising secure server software SSL, which encrypts your personal information before it's sent over the Internet. SSL is one of the safest encryption technologies available.

You also have a significant role in protecting your information. No one can see or edit your personal information without knowing your user name and password, so do not share these with others.

POLICY CHANGES

If we alter our Privacy Policy, any changes will be posted on this page of our site so that you are always informed of the information we collect about you, how we use it and the circumstances under which we may disclose it.

ENFORCEMENT

If for some reason you believe **smbcec.org** has not adhered to these principles, please notify us by email at **info@smbcec.org**, and we will do our best to determine and correct the problem promptly. Kindly ensure that the words 'Privacy Policy' are entered in the Subject line.

GOOGLE ANALYTICS

As our website uses *Google Analytics* we encourage all users to review their privacy policy:
<https://www.privacypolicies.com/blog/privacy-policy-google-analytics/>

ACCEPTANCE OF OUR PRIVACY POLICY

By using this site or interactive banner ads, you signify your acceptance of our Privacy Policy, and you adhere to the posted terms and conditions. By submitting your information, you agree that it will be governed by our Privacy Policy.