## **Privacy Notice**

Your privacy is important to us. To better protect your privacy, we provide this Privacy Notice, which explains the privacy practices for <a href="www.centurybeech.com">www.centurybeech.com</a> and the choices you can make about the way your information is collected and used. This privacy notice applies solely to information collected by this web site. It will notify you of (1) what personally identifiable information is collected from you through the web site, how it is used, and with whom it may be shared; (2) what choices are available to you regarding the use of your data; (3) the security procedures in place to protect the misuse of your information; and (4) how you can correct any inaccuracies in the information.

## Information Collection, Use, and Sharing

We are the sole owners of the information collected on this site. We do not share any information you provide about yourself with outside parties. We use return email addresses to answer the e-mails we receive. We will never sell or rent this information to anyone. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request, e.g. to ship an order.

Unless you ask us not to, we may contact you via e-mail in the future to tell you about new products or services or changes to this privacy policy.

## Your Access to and Control over Information

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us via the e-mail address or phone number given on our website:

- •See what data we have about you, if any.
- Change/correct any data we have about you.
- •Have us delete any data we have about you.
- •Express any concern you have about our use of your data.

## Security

We take precautions to protect your information; however, we do not ask you to submit sensitive information via the website.

We represent a number of manufacturers to supply our products, and use outside shipping companies to ship orders, and use a credit card processing company to bill users for goods and services. These companies do not retain, share, store or use personally identifiable information for any secondary purposes beyond filling your order.

If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone at 804-222-0633 or via e-mail at <a href="mailto:jeanne@centurybeech.com">jeanne@centurybeech.com</a>.