

# PRIVACY POLICY

We believe your business is no one else's. Your privacy is important to you and to us. So, we'll protect the information you share with us. To protect your privacy, THE LUXWOOD CORPORATION follows different principles in accordance with worldwide practices for customer privacy and data protection.

- We won't sell or give away your name, mail address, phone number, email address or any other information to anyone.
- We'll use state-of-the-art security measures to protect your information from unauthorized users.

## NOTICE

We will ask you when we need information that personally identifies you (personal information) or allows us to contact you. Generally, this information is requested when you create a Registration ID on the site or when you download free software. We use your Personal Information for four primary purposes:

- To grant you a license to use our software
- To help you quickly find software, services or information.
- To help us create content most relevant to you, by knowing who is using our software and where it is being used.
- To alert you to product upgrades, special offers, updated information and other new services from THE LUXWOOD CORPORATION.

## CONSENT

If you choose not to register or provide personal information, you can still use most of <https://www.luxwood.ca.>, but you will not be able to request information from us or download software, through the website.

If you decide to register, and, if you do not want us to communicate with you about other offers regarding THE LUXWOOD CORPORATION products, programs, events, or services by email, postal mail, or telephone, you may select the option stating that you do not wish to receive marketing messages from THE LUXWOOD CORPORATION.

If you have registered and are receiving communications from THE LUXWOOD CORPORATION, you may cancel all future unsolicited communication by clicking the "unsubscribe" at the end of the email communication.

## SECURITY

THE LUXWOOD CORPORATION has taken strong measures to protect the security of your personal information and to ensure that your choices for its intended use are honored. We take strong precautions to protect your data from loss, misuse, unauthorized access or disclosure, alteration, or destruction.

THE LUXWOOD CORPORATION strictly protects the security of your personal information and honors your choices for its intended use. We carefully protect your data from loss, misuse, unauthorized access or disclosure, alteration, or destruction.

THE LUXWOOD CORPORATION will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on THE LUXWOOD CORPORATION or the site; (b) protect and defend the rights or property of THE LUXWOOD CORPORATION and its family of Websites, and, (c) act in urgent circumstances to protect the personal safety of users of THE LUXWOOD CORPORATION, its Websites, or the public.

Your personal information is never shared outside the company without your permission, except under conditions explained above. Inside the company, data is stored in password-controlled servers with limited access. Your information may be stored and processed in CANADA and THE UNITED STATES OF AMERICA.

You also have a significant role in protecting your information. No one can gain access to your personal information without knowing your user's name and password, so do not share these with others.

## **ENFORCEMENT**

If for some reason you believe THE LUXWOOD CORPORATION has not adhered to these principles, please notify us by email at [privacy@luxwood.ca](mailto:privacy@luxwood.ca), and we will do our best to determine and correct the problem promptly. Be certain the words Privacy Policy are in the Subject line.

## **ELECTRONIC PRODUCT REGISTRATION**

When you buy and install a new product, we may ask you to register your purchase electronically. When you do, we merge your registration information with any information you've already left with us. This enables us to provide services and product updates for those services and or products which have been registered to you.

## **WHAT WE DO WITH THE INFORMATION YOU SHARE**

When you join us, you provide us with your contact information, including name and email address. We use this information to send you updates about your order, questionnaires to measure your satisfaction with our service and announcements about new and exciting services that we offer. We do not conduct e-commerce, meaning we do not ask for or accept payment for product or services via our web site. When you order from us, you do so directly one on one with a member our financial department. If you elect to use a credit card, we collect your credit card number and billing address. We use this information only to bill you for the product(s) you order at that time, and measures are in place which destroy the credit card information after each use. We do not keep any credit card information on file at any time, so if a repeat order is requested, we will need to collect that information again.