

Environmental Data Management, LLC: ***Privacy Policy***

Effective November 1, 2007

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Our Commitment to Your Privacy:

Your privacy is very important to us. In that regard, 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 the **edm-usa.com** homepage and at every point where personally identifiable information may be requested.

The Information We Collect:

This notice applies to all information collected or submitted on the Environmental Data Management (EDM) website – **edm-usa.com**. On some pages, you can make requests for information and/or register to receive materials. The types of personal information collected at these pages may include:

- ✓ Your **Name**
- ✓ Your **Company**
- ✓ Your **Mailing Address**
- ✓ Your **Email Address**
- ✓ Your **Phone Number**

How We Use Information:

We use the information that you provide about yourself when requesting information from us only to a) specifically respond to your request and b) periodically forward relevant marketing information about our products and services. We do not share this information with outside parties.

We use the information that you provide about yourself when registering to receive periodic communications from us only to send such communications. We do not share this information with outside parties.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

You can register with our website if you would like by completing web forms that appear on various pages throughout our website. Information you submit on our website will not be used for any other purpose other than providing you the information requested.

We use non-identifying and aggregate information to better design our website and marketing efforts, but will not disclose any information to third parties that could be used to identify individuals.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without first providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

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 online.

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 Opt Out of Future Communications:

If you determine you no longer need or desire communications from us, you can simply send us an email requesting to be taken off our communications list or by unsubscribing using the tools provided in our emails or blog postings.

How to Contact Us:

You can contact us in a number of ways:

- ✓ Email us at info@comm-trac.com
- ✓ Call us at 480-315-0227
- ✓ Fax us at 480-315-0228
- ✓ Send us a letter, or visit us in person, at:

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