# Metcore Industrial Solutions Website Privacy Policy

This privacy notice discloses the privacy policies governing information collected by this website. This privacy notice applies solely to information collected by this website, except where stated otherwise. It will notify you of:

- What information we collect;
- With whom it is shared;
- How it can be corrected;
- How it is secured;
- How policy changes will be communicated; and
- How to address concerns over misuse of personal data.

If you feel that we are not abiding by this privacy policy, please contact us immediately.

# Information Collection, Use, and Sharing

This website only collects personally identifiable information, such as email addresses and phone numbers, when you submit it voluntarily – for example, when you enter a request on the "Contact Us" page, or request a quote or proposal through an online form.

We will use your information to respond to you regarding the reason you contacted us. 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 or process a payment.

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

We may record and use non-personally identifiable information such as IP addresses for internal uses only. For example, we may track page hits to improve our website content, or log IP addresses to determine where interest in our company is coming from.

This website complies with "do not track" requests submitted by your web browser, and does not participate in any network which tracks users across multiple websites.

### Your Access to and Control Over Information

You may opt out of any future contacts from us at any time. You can also contact us by phone or email to (i) see what data we have about you, if any; (ii) change or correct any data we have about you; (iii) have us delete any data we have about you; or (iv) express any concern you have about our use of your data.

We use an outside shipping company to ship orders, and 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.

## Security

We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way. You can verify this by looking for a closed lock icon at the bottom of your web browser, or looking for "https" at the beginning of the address of the web page.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (e.g. billing or customer service) are granted access to personally identifiable information. The computers/servers on which we store personally identifiable information are kept in a secure environment.

#### Cookies

We may use "cookies" on this site. A cookie is a piece of data stored on a website visitor's hard drive to help us improve your access to our site and identify repeat visitors to our site. For instance, when we use a cookie to identify you, you would not have to log in a password more than once, thereby saving time while on our site. Usage of a cookie is in no way linked to any personally identifiable information on our site.

#### Links

This website contains links to other sites. Please be aware that we are not responsible for the content or privacy practices of other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of any other site that collects personally identifiable information.

## **Notification of Changes**

When material changes are made to this privacy policy, the link on this site will be updated with the latest revision date to notify users that the policy has been updated. The new policy will summarize the changes in the "Recent Revisions" section below.

## **Recent Revisions**

None.