

# Website Privacy Notice Date Modified: April 8, 2020

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## General Statement

At Anchor Consulting Services, Inc., we value our customers and take pride in providing you with the best software consulting services.

Anchor Consulting Services, Inc. collects certain personal information about you to facilitate our relationship. We know how much you value your privacy. We at Anchor Consulting Services, Inc. are committed to keeping your information secure. Therefore, we provide this Privacy Notice to outline the information Anchor Consulting Services, Inc. will collect and how that information will be used. Additional policies and procedures described in our Terms of Use and License Agreements should be reviewed.

# **Privacy Principles**

- Anchor Consulting Services, Inc. is committed to protecting the privacy of our customer's personal information.
- Anchor Consulting Services, Inc. makes every effort to protect all personal information, such as name, address, ID information, that we obtain.
- Anchor Consulting Services, Inc. maintains physical, technological and administrative safeguards to protect personal information.
- Anchor Consulting Services, Inc. permitsonlyauthorized employees and contractors, including but not limited to consultants, to have access to some or all personal information of our customers as needed.



## **Collection of your Personal Information**

We collect data from you and other sources about the products and services you receive from us or our associates and may include the following:

- o Name
- o Address
- o Telephone
- List other items that may apply such as: Social Security Number, Vehicle Information, Credit Information, etc.

# Use of your Personal Information

We use the information about you for marketing our products to you, supporting products you purchase and providing continuing services.

## Sharing of Information

Anchor Consulting Services, Inc. may share personal information with our subsidiaries and other third parties as we deem appropriate. Doing so allows us to efficiently conduct our business.

Information may be shared with or obtained by third party service providers who provide us with services such as software providers: data hosting or processing, credit card processing, credit checks or processing and fulfilling reservations or purchases]. We believe these providers exercise reasonable care to protect your personal information and all third-party contracts restrict the use of your personal information to the purposes for which it was provided to them.

Your personal information may also be disclosed, if necessary, as required by law or regulation, to comply with legal, regulatory or administrative requirements of any governmental authorities, to comply with a court order, subpoena, search warrant or other valid legal process, in connection with any legal action, claim or dispute and for the protection of persons or property.



## Data Retention and Disposal

Anchor Consulting Services, Inc. keeps employee and customer information for as long as is necessary for business purposes, or as legally required by appropriate state, federal and regulatory bodies. Past that period, records, both physical and electronic, are destroyed.

## **Cookies and Beacons**

Cookies are information placed on your computer to identify you when you return to our site, help you to login and navigate our site. Our site uses cookies as first or thirdparty entries to monitor entry to and exit from our site and to control traffic, usability and display of pages. We also use cookies for administrative purposes.

## Links to Third Party Website

This Site contains links to third party sites. These links are provided for convenience purposes and are not under the control of the Anchor Consulting Services, Inc. The Site does not make any representations and warranties, express or implied, regarding the content of any of these linked sites. We strongly suggest you review such third party's privacy policies before providing any data to them.

## Data Security

We use security safeguards to protect personal information from unauthorized access. We have policies and procedures in place to set forth physical, administrative and technological safeguards around data security. We train our employees in these policies and procedures.

#### Notices

We reserve the right to modify or change this Privacy Notice at any time. Any such change, update, or modification will be effective immediately upon release, and reflected with the updated Date Modified. If we make any changes to our Notice, we will post the updated Notice, provided on an updated homepage link, and may post other places we deem appropriate.

You can view the current Privacy Notice online at www.anchorcs.com

We will provide you with a copy of our Privacy Notice at least once a year, as long as you are a current customer. This Notice will be mailed to your address of record. If we make any material changes to our Privacy Notice, we will provide our current customers with revised Notices that describe our new policies and procedures that apply to them. This revised Notice will be mailed to your address of record.



# How to Access, Update and Correct Personal Information

Anchor Consulting Services, Inc. offers transparency in the personal information that we collect and maintain. Customers can contact us at any time to review, update and/or correct any personal information that Anchor Consulting Services, Inc. may have. You may contact us by email at info@anchorcs.com or by telephone at 1-888-332-7919 or write to us at 7250 SW 133<sup>rd</sup> Terrace Miami, FL 33156