

## **Website Privacy Policy**

As a visitor to our website, My Complete Website would like to assure you that we take your privacy needs very seriously. This Website Privacy Policy is designed to provide you with information regarding how My Complete Website protects your privacy in connection with your use of this website. By accessing this website, you accept the terms of this Website Privacy Policy.

This website contains no features or functionality which requests you to provide any information to My Complete Website, and we do not make use of “cookies” to collect information about your visit to our website. My Complete Website does, however, like operators of most other websites, collect and log information automatically, either directly or through a third-party service provider. For example, information regarding your Internet Protocol (“IP”) address, the name and location of your Internet Service Provider, the type and version of your browser, the length of time you visit the website, and your search queries on the website may be collected. We use this information solely for systems administration purposes and for technical troubleshooting.

All information that we receive via this website is held in the strictest confidence and is not disclosed to any unrelated third-parties, except as agreed to by you or as required under an applicable law.

We follow industry-standard practices to maintain a secure office and computer environment so that the information collected through this website is not placed at risk. Any information transmitted via the internet may, however, be subject to breaches of security. Although we follow commercially reasonable practices to securely store information collected via this website, we cannot guarantee that these practices will prevent every unauthorized attempt to access such information.

My Complete Website may change this Website Privacy Policy at any time, and notice with regard to any such changes is effective by posting the revised Policy on the website. We encourage all visitors to periodically review this Website Privacy Policy to stay informed with regard to any such changes. If you make use of this website after any such revised Policy is posted, such usage constitutes your acceptance of the new Policy.