

## Coaching Associates Privacy Policy

This website (the "Website") is owned and operated by Coaching Associates ("Coaching Associates", "we", "us" or "our", as appropriate). We are committed to protecting your privacy and information you may share with us during your visit. This policy will spell out how we will utilize information that you may provide while visiting this site.

### **Consent**

Please read this policy carefully because it does oblige yourself and Coaching Associates to certain legal obligations. By accessing the website as a visitor, you're acknowledging you've read and understood this policy and agree to be legally bound by it. If you do not wish to be bound by it, refrain from using our site. If you register to become a recipient of information and then click the I Accept button, it further confirms your agreement to be bound by this privacy agreement.

### **Types of Site Areas and Access:**

1. **general area** - This provides general information services, types of expertise, etc. We offer types of other materials related to the company that would be referred to as our general site.
2. **extranet site** - Our extranet sites are structured and tailored to certain user relationships. They may set up the ability for our clients to share information with us, schedule events, exchange information and work projects etc. You may provide other information to us when utilizing these areas: personal information that could be used to identify you including name, address, birth date, telephone number, any combination.

### **Use of information received**

We will use the information only as indicated in this policy. We utilize your private information with the purposes only of assisting your business and shareholders. We will use your e-mail address to send newsletters, announcements concerning upcoming events or topics of discussion. We may use it to invite you to presentations or other functions we believe may be of interest to you. You will have the ability to opt out.

### **Surveys**

Periodically we may also initiate surveys. You're free whether to participate or not participate in these surveys. We may use the information in an anonymous fashion to analyze the effectiveness of our site we may perform statistic or summary analysis of general behavior and characteristics of the users of the site. We will not provide this anonymous information to third parties in a manner that would identify you or determine anything personal about you.

### **IP addresses and logs**

We automatically receive and record information when you visit our site, including your IP address, computer's name, type of browser, referring address, we may also look at page hits and general statistic tracking information -- cookies. Cookies can be used to provide you with a more tailored experience in the site. We may also use pixel tags to tell us what parts of the website have been visited, and to measure the effectiveness of searches performed on our site. We may also send click-throughs linked to content on our website. You may pass through our web server and heading towards a click-through.

## **Limited Release of Information**

We will not share any Personal Information about you with any third party, except as otherwise stated herein and in the following circumstances:

1. Transactions conducted via the website: If you conduct a transaction through the Website, you may be providing transaction information to our third party suppliers (such as transaction processors, financial institutions, delivery institutions, and technical support). Such third parties are only authorized to use the Personal Information for the purpose of the transaction and are required by us to treat this information in accordance with this Privacy Policy.
2. Vendors to support of website and related programs: We may employ other companies to perform functions such as maintaining the website, analyzing usability, database maintenance. In order to obtain these services, we may need to share your personal information with these companies. We will provide only information necessary to allow them only to do duties with respect to the website and not allow the site vendors to use your personal information for any other reasons.
3. Sale of company and or a portion of its assets in a merger, divestiture, acquisition or liquidation..
4. Response to law enforcement requests or where required by applicable laws.

## **Removal of Information**

Finally, if you've provided us with personal information, upon your request we will remove this from our website databases. However, please bear in mind it's impossible to remove it from everywhere on the web at that point, or from all of our back-ups and records of deletions.

## **Other sources of Information**

Please also keep in mind this privacy policy only pertains to information provided through this website, and does not pertain to information we've gained through other channels, such as in-person dialogues or non-web related correspondence.

**Site functionality** -- we do not promise the site to be error free or uninterrupted or you'll get any specific results. We disclaim all expressed or implied warranties with respect to functionality or availability of the site.

## **Links to Other Websites**

This website contains links to other independently owned and operated websites that may be of interest to our visitors. Once a visitor clicks on such a link the Privacy Policy of the website they have now moved to is in effect. We disclaim any and all responsibility for an outside parties Privacy Policy.

## **Advisory**

No business advice is being offered through the site. This is for informational purposes only and provided as a courtesy. We disclaim any representation or warranty cornering the accuracy, completeness, or fitness for a particular purpose. Scope of disclaimers - The use of the website does not create a client relationship.

## **Security**

We've put security systems in place that are structured to deter and prevent hackers and other unauthorized uses of the website. When we detect unauthorized access to information on the site, we will contact you as soon as possible and notify the affected users of the intrusion. The information relayed in these cases, will be determined by law.

## **Underage Visitors**

The site is not directed at children. We do not accept any request for personal information from individuals we know to be under age 13. In accordance with the children's online protection and privacy act, if we learn that it is held under 13, and is given this information, we will delete this in accordance with our deletion policies.

## **Updates to Policy**

The effective date of this is March 31st, 2009. From time to time we may change this policy. You will be advised on the site or via other communication of the change.

## **Administration and Rights**

The site administration is at Web Master at [coachingassociates.net](http://coachingassociates.net). Copyright and legal notice, Coaching Associates, 2009. All rights reserved.