

## **PRIVACY STATEMENT**

Your privacy is important to Wellington Heights website. This privacy statement provides information about the personal information that Wellington Heights website collects, and the ways in which Wellington Heights website uses that personal information.

### **Personal information collection**

Wellington Heights website may collect and use the following kinds of personal information:

- information about your use of this website (including purchases, free downloads, reservations made for tour locations)
- information that you provide using for the purpose of registering with the website (including purchases, free downloads, reservations made for tour locations)
- information about transactions carried out over this website (including downloading materials)
- information that you provide for the purpose of subscribing to the website services (including blog); and
- any other information that you send to Wellington Heights website.

### **Using personal information**

Wellington Heights website may use your personal information to:

- administer this website.
- personalize the website for you.
- enable your access to and use of the website services.
- publish information about you on the website with permission.
- send you products that you purchase.
- supply your services that you purchase.
- send to you statements and invoices.
- collect payments from you; and
- send you marketing communications.

Where Wellington Heights website discloses your personal information to its agents or sub-contractors for these purposes, the agent or sub-contractor in question will be obligated to use that personal information in accordance with the terms of this privacy statement.

In addition to the disclosures reasonably necessary for the purposes identified elsewhere above, Wellington Heights website may disclose your personal information to the extent that it is required to do so by law, in connection with any legal proceedings or prospective legal proceedings, and to establish, exercise or defend its legal rights.

### **Securing your data**

Wellington Heights website will take reasonable technical and organisational precautions to prevent the loss, misuse, or alteration of your personal information.

Wellington Heights website will store all the personal information you provide on its secure servers.

Information relating to electronic transactions entered via this website will be protected by encryption technology.

### **Updating this statement**

Wellington Heights website may update this privacy policy by posting a new version on this website.

You should check this page occasionally to ensure you are familiar with any changes.

### **Other websites**

This website contains links to other websites.

Wellington Heights website is not responsible for the privacy policies or practices of any third party.

### **Contact**

If you have any questions about this privacy policy or Wellington Heights website treatment of your personal information, please call:

- Call Kim Phillips Consulting (516) 350-0019

**Credit** This document was created by Contractology