

Our Privacy Policy is designed to assist you in understanding how we collect and use the personal information you provide to us and to assist you in making informed decisions when using our site and our services.

### **What Information Do We Collect?**

When you visit our website, you may provide us with two types of information: personal information you knowingly choose to disclose that is collected on an individual basis and website user information collected on an aggregate basis as you and others browse our website.

1. **Personal Information You Choose to Provide - Contact Information**

You may provide information about yourself or company when you submit a contact form or register for email newsletters and blog alerts. You may also provide additional comments on how you see Standard Commercial Roofing and Envelope Solutions servicing your needs and interests.

Email Information - If you choose to correspond with us through email, we may retain the content of your email messages together with your email address and our responses.

2. **Website Use Information - Similar to other commercial websites, our website utilizes a standard technology called “cookies” (see explanation below, “What Are Cookies?”) and web server logs to collect information about how our website is used. Our website uses Google Analytics to gather data. Information gathered through cookies and web server logs may include the date and time of visits, the pages viewed, time spent at our website, and the websites visited just before and just after our website. We, our advertisers and ad serving companies may also use small pieces of code called “web beacons” or “clear gifs” to determine which advertisements and promotions users have seen and how users responded to them.**

### **How Do We Use the Information That You Provide to Us?**

Broadly speaking, we use personal information for purposes of administering and expanding our business activities, providing customer service and making other services available to our customers and prospective customers. Occasionally, we may also use the information we collect to notify you about new services and special offers we think you will find valuable. You may notify us at any time if you do not wish to receive these offers by emailing us at [jcobb@standardexteriorsolutions.com](mailto:jcobb@standardexteriorsolutions.com).

### **What Are Cookies?**

A cookie is a very small text document, which often includes an anonymous unique identifier. When you visit a website, that site’s computer asks your computer for permission to store this file in a part of your hard drive specifically designated for cookies. Each website can send its own cookie to your browser if your browser’s preferences allow it, but (to protect your privacy) your browser only permits a website to access the cookies it has already sent to you, not the cookies sent to you by other sites.

### **How Do We Use Information We Collect from Cookies?**

As you browse our website, the site uses its cookies to differentiate you from other browsers. Cookies, in conjunction with our web server’s log files, allow us to calculate the aggregate number of people visiting our website and which parts of the site are most popular. This helps us gather feedback in order to constantly improve our website and better serve our customers. Cookies do not allow us to gather

any personal information about you, and we do not generally store any personal information that you provided to us in your cookies.

#### **Sharing Information with Third Parties**

We only use third parties to facilitate our business by sending monthly emails to our subscribers. In connection with these offerings and business operations, our third parties may have access to your personal information for use in connection with business activities.

#### **How Do We Secure Information Transmissions?**

Email is not recognized as a secure medium of communication. For this reason, we request that you do not send private information to us by email. Some of the information you may enter on our website may be transmitted securely via Secure Sockets Layer SSL, 128-bit encryption services, which are enabled by Starfield Secure Certificate Authority. Pages utilizing this technology will have URLs that start with HTTPS instead of HTTP. Please contact us if you have any questions or concerns.

#### **How Can You Access and Correct Your Information?**

You may request access to all your personally identifiable information that we collect online and maintain in our database by emailing [jcobb@standardexteriorsolutions.com](mailto:jcobb@standardexteriorsolutions.com).

#### **Certain Disclosures**

We may disclose your personal information if required to do so by law or subpoena or if we believe that such action is necessary to (a) conform to the law or comply with legal process served on us or Affiliated Parties; (b) protect and defend our rights and property, the Site, the users of the Site, and/or our Affiliated Parties; (c) act under circumstances to protect the safety of users of the Site, us, or third parties.

#### **Your Consent**

By using our website, you consent to our collection and use of your personal information as described in this Privacy Policy. If we change our privacy policies and procedures, we will post those changes on our website to keep you aware of what information we collect, how we use it and under what circumstances we may disclose it.