



# ROCKHILL & HALTON, INC.

## **Privacy Policy**

Your data is considered private and will not be sold or shared with any outside interests or used in any unethical promotional methods. We do not share your personal information with anyone except to comply with the law, or protect our rights.

### **Gathering of Personally-Identifying Information**

Certain visitors to Rockhill & Halton, Inc.'s (RHI) website choose to interact with RHI in ways that require us to gather personally-identifying information. The amount and type of information that RHI gathers depends on the nature of the interaction. For example, those who engage in transactions with RHI - by purchasing our training modules, are asked to provide additional information, including as necessary the personal and financial information required to process those transactions. In each case, RHI collects such information only insofar as is necessary or appropriate to fulfill the purpose of the visitor's interaction with RHI. RHI does not disclose personally-identifying information other than as described below. Visitors can always refuse to supply personally-identifying information, with the caveat that it may prevent them from engaging in certain website-related activities.

### **Protection of Certain Personally-Identifying Information**

RHI discloses potentially personally-identifying and personally-identifying information only to those of its employees and contractors that (i) need to know that information in order to process it on RHI's behalf or to provide services available at RHI's website, and (ii) that have agreed not to disclose it to others. RHI will not rent or sell potentially personally-identifying and personally-identifying information to anyone. Other than to its employees and contractors, as described above, RHI discloses potentially personally-identifying and personally-identifying information only in response to a subpoena, court order or other governmental request, or when RHI believes in good faith that disclosure is reasonably necessary to protect the property or rights of RHI, third parties or the public at large. If you are a registered user of an RHI website and have supplied your email address, RHI may occasionally send you an email to tell you about new features, solicit your feedback, or just keep you up to date with what's going on with RHI and our products. We expect to keep this type of email to a minimum. RHI takes all measures reasonably necessary to protect against the unauthorized access, use, alteration or destruction of (potentially personally-identifying information).

### **Cookies**

A cookie is a string of information that a website stores on a visitor's computer, and that the visitor's browser provides to the website each time the visitor returns. RHI uses cookies to help

RHI identify and track visitors, their usage of RHI website, and their website access preferences. RHI visitors who do not wish to have cookies placed on their computers should set their browsers to refuse cookies before using RHI's website, with the drawback that certain features of RHI's website may not function properly without the aid of cookies.

### **Privacy Policy Changes**

Although most changes are likely to be minor, RHI may change its Privacy Policy from time to time, and in RHI's sole discretion. RHI encourages visitors to frequently check this page for any changes to its Privacy Policy. Your continued use of this site after any change in this Privacy Policy will constitute your acceptance of such change.

### **Security Policy**

We use "SSL" servers to ensure the most secure means to purchase from our site. Your credit card number is only sent via secure encrypted connections. We do not store customer data where it can be accessed via the internet.