

## **HorizonOne Communications Privacy Policy**

Last update:        March 26, 2012

The web site you have entered is operated by or on behalf of HorizonOne Communications. HorizonOne Communications and its affiliates are referred to in this Privacy Policy as “HorizonOne Communications,” “we,” or “us.” Users of the site are referred to as “You.” HorizonOne Communications places great importance on protecting your privacy. This notice describes HorizonOne Communications’ Privacy Policy. **By visiting a HorizonOne Communications web site or by providing us with information about yourself you are accepting and consenting to the terms of this Privacy Policy.** If you do not agree with any term in this Privacy Policy, please do not visit HorizonOne Communications web sites or provide us with information about yourself.

### **What Does this Privacy Policy Cover?**

This Privacy Policy explains the types of Personal Information that HorizonOne Communications collects, and how we use and manage such information. "Personal Information" means personally identifiable information about you, such as your name, address, telephone number, e-mail address and credit card or other payment information. This Privacy Policy does not apply to web sites which are not owned, operated or controlled by HorizonOne Communications which may be accessed by links from a HorizonOne Communications web site. Websites with different domains that are linked to this site via URLs are covered by their own privacy policies, which are available on those sites.

### **How is Personal Information Collected?**

When you visit a HorizonOne Communications web site, you may be asked for Personal Information when you order HorizonOne Communications products or services, participate in sales promotions or prize competitions, answer questionnaires or surveys, register as a user on one of HorizonOne Communications’ sites, make a customer service requests, or request to receive information or e-mail newsletters concerning HorizonOne Communications’ products and services. We will not collect any Personal Information unless and until you provide such information to us voluntarily. When you provide us with Personal Information, you authorize us to use such information in accordance with the terms of this Privacy Policy. Your ability to access or use certain features of HorizonOne Communications web sites may be conditioned on the provision of your Personal Information. HorizonOne Communications also automatically receives and records standard information on our server logs from your web browser, including your IP address, Cookie information (Cookies are explained below), and the pages you visit within HorizonOne Communications’ web sites.

### **How is Personal Information Used?**

Personal Information is used for the following general purposes: to fulfill your requests for products, services and information; to facilitate and track customer service requests, to customize the content displayed on the website; and to contact you about other products and services or with promotional offers that may be of interest to you. If you do not wish to be contacted by us concerning other products or services that may be of interest to you, you can request that we limit our contact with you to the express purpose stated at the time that you provide your Personal Information.

## **Does HorizonOne Communications Use Cookies?**

This website and its service providers use current industry methods, including "cookies" and tracking technology ("clear gifs", "web beacons", "log files", etc.), to enable HorizonOne Communications to make visits to this website and communications with our visitors more personalized and effective, and to analyze the services we provide through this Site. For example, "cookies" are tags sent to reside on the visitor's computer, to enhance a visitor's experience at our site, to allow repeat visitors to be served more quickly and efficiently, or to tell us where our visitors go and how our visitors use our website and related sites. HorizonOne Communications does not use cookies to obtain personally identifiable information about a user that was not previously provided.

Most web browsers are initially set to accept cookies. If you do not wish to accept cookies, you can set your web browser to refuse cookies or to alert you when cookies are being stored. If you refuse to use cookies, our ability to provide you with personalized services will be limited. Please refer to your web browser's instructions or "help" file to learn more about cookies and your browser's options.

## **Does HorizonOne Communications Share or Disclose Personal Information?**

HorizonOne Communications will not sell or rent your Personal Information to anyone. HorizonOne Communications will only disclose your Personal Information to other companies or people if: 1. You have given your consent for us to share your Personal Information, 2. We need to share your Personal Information to provide the product, service, or information you requested, 3. We need to send your Personal Information to companies who work on our behalf to provide the product, service or information you requested (these companies will not have the right to use the Personal Information we provide to them except as necessary to assist us in providing you with the product, service or information you requested from us), 4. We are required to do so to comply with laws, subpoenas, court orders or other legal process, 5. We have reason to believe that your actions violate the law, HorizonOne Communications' Terms of Use or the restrictions stated in the user agreement for a particular product or service, but only to the extent necessary to investigate and stop such violation, 6. The company is affiliated with HorizonOne Communications and their use of Personal Information is subject to this Privacy Policy, 7. HorizonOne Communications is acquired by or merged into another company (in which case HorizonOne Communications will only disclose your Personal Information to the acquirer or merged entity if their privacy policy offers substantially the same protection as this Privacy Policy), or 8. HorizonOne Communications has retained the company or person to act as our agent to analyze data we collect, including Personal Information, solely to help us improve our products, services and web sites (these companies will not have the right to use or disclose the Personal Information we provide to them except as necessary to provide services to us).

## **Does HorizonOne Communications Collect Personal Information from Children?**

HorizonOne Communications' web sites, products and services are intended for a general audience and do not knowingly collect any Personal Information from children. HorizonOne Communications does not sell products or services for purchase by children. If you are under 18 years old, you may use HorizonOne Communications' web sites only with the involvement and supervision of a parent or guardian.

## **Does HorizonOne Communications Make Changes to the Privacy Policy?**

HorizonOne Communications may update or revise this Privacy Policy from time to time. We will display a current version of our Privacy Policy at this web page: [www.horizon1communications.com](http://www.horizon1communications.com). If you visit a HorizonOne Communications web site or provide us with information about yourself after we revise this Privacy Policy you are accepting and consenting to the terms of the revised Privacy Policy. If you do not agree with any term in this Privacy Policy, please do not visit the HorizonOne Communications web sites or provide us with information about yourself.

## **Can I Access, Correct or Delete the Personal Information I Send to HorizonOne Communications?**

You have the right to review, correct and request that HorizonOne Communications delete your Personal Information. You can do so by visiting the website, logging on to your My HorizonOne Communications account (or creating a My HorizonOne Communications account if you do not already have one), and visiting the "My Profile" section of the site. Alternatively, you may contact us at the address stated in Questions and Comments below to request to review, correct, or delete your Personal Information. Before we provide, correct or delete your Personal Information, we may verify your identity to prevent Personal Information from being altered unlawfully.

## **Does HorizonOne Communications Transfer Personal Information Between Countries?**

HorizonOne Communications may from time to time transfer Personal Information between Countries. If you are located in a European Union member country and HorizonOne Communications transfers your Personal Information to a country outside of the EU, we will insure that the recipient has adequate procedures in place to protect such information. The recipient of Personal Information must either participate in the Safe Harbor program developed by the United States Department of Commerce and the European Union or accept contractual clauses assuring the adequate protection of the Personal Information. Companies which participate in the Safe Harbor program have certified that they adhere to the Safe Harbor Privacy Principles agreed upon by the United States and the European Union. For more information about the Safe Harbor program, please visit the United States Department of Commerce's Safe Harbor web site at URL: [www.export.gov/safeharbor](http://www.export.gov/safeharbor).

## **Does the HorizonOne Communications Privacy Policy apply to affiliated and co-branded websites?**

HorizonOne Communications websites may link directly to websites operated by our service providers or marketing partners. Some of these sites may be "co-branded" with a HorizonOne Communications logo; even so, they are not operated or maintained by HorizonOne Communications. Because these websites are operated by business partners or third parties, HorizonOne Communications is not responsible for the content or practices of such websites. These links are provided for your convenience only and should be used with your discretion and prudent judgment. Links from our website to third party websites do not constitute sponsorship, endorsement, or approval by HorizonOne Communications of the content, policies, practices of such third party sites. HorizonOne Communications is not responsible for any information these websites may obtain and does not oversee their policies or practices in collecting personally identifiable information. The Privacy Policies of these other websites may differ from those of HorizonOne Communications.

These websites may ask you for personally identifiable information. Please review the privacy policy on these websites before submitting personal information because HorizonOne Communications does not have control over the use of information collected on co-branded websites.

This website may also be linked to websites operated by companies affiliated with HorizonOne Communications. Please review the privacy policy on these websites before submitting personal information because HorizonOne Communications does not have control over the use of information collected on affiliated websites.

### **Questions and Comments?**

If you have comments or questions about this Privacy Policy, please visit the Website Feedback page in the [Contact Us](#) section of this site, or contact us by mail at:

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