

## PRIVACY STATEMENT

Your privacy is important to First Contact Software Consultants Inc. (First Contact). This privacy statement provides information about the personal information that First Contact collects, and the ways in which First Contact uses that personal information.

### Personal information collection

First Contact may collect and use the following kinds of personal information:

- information about your use of this website including sections visited;
- information that you provide using the online forms for the purpose of registering with the website (including course selections and contact information);
- any other information that you send to First Contact..

### Using personal information

First Contact may use your personal information to:

- administer this website;
- personalize the website for you;
- enable your access to and use of the website services;
- send to you products that you purchase;
- supply to you services that you purchase;
- send you marketing communications from First Contact.

Where First Contact 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, First Contact 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 in order to establish, exercise or defend its legal rights.

### Securing your data

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

First Contact will store all the personal information you provide on its secure servers or on the servers of the organizations it contracts to provide data storage services.

### Cross-border data transfers

Information that First Contact collects may be stored and processed in and transferred between any of the countries in which First Contact operates to enable the use of the information in accordance with this privacy policy.

You agree to such cross-border transfers of personal information.

### Updating this statement

First Contact 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.

First Contact is not responsible for the privacy policies or practices of any third party.

### Contact First Contact

If you have any questions about this privacy policy or First Contact's treatment of your personal information, please write to:

- by email to [kgarik@firstcontactconsulting.com](mailto:kgarik@firstcontactconsulting.com); or
- by post to Ken Garik, First Contact Software Consultants, 45 Sheppard Ave E. Suite 950, Toronto, Ontario, Canada M2N 5W9.

### This privacy statement

This privacy statement is based on a precedent created by [employmentlawcontracts.co.uk](http://employmentlawcontracts.co.uk) and published by

[freenetlaw.com](http://freenetlaw.com)