

## Website Privacy Policy

This Privacy Policy was last modified on May 4, 2018

We at Mary Langer Designs are strongly committed to protecting your privacy and providing a safe online experience for all of our visitors while offering a high-quality user experience. By using <https://www.marylangerdesigns.com> (the "Website"), you agree to the terms of this Privacy Policy. We know that you care about how the information you provide to us is used and shared. We have developed this Privacy Policy to inform you of our policies regarding the collection, use, and disclosure of Information we receive from users of the Website. Mary Langer Designs (the "Company") operates the Website.

### Information We Collect

You can visit our Website, read materials, and browse the Website's contents without giving us any personally identifiable information. In order to provide you with the most efficient and enhanced personalized service and attention, and to accommodate certain requests which you make, we request information about you in certain circumstances and collect certain information automatically.

We may collect and/or receive the following types of information from you:

### Information Provided Voluntarily

**Personal Information.** You may be asked to provide personal information including your name, address, email address and phone number when you sign up for any of our newsletters, respond to a survey, register for a event, or purchase a product or service. Visitors are not required to provide this information. And we do not collect any personal information from Visitors who simply visit the Website, unless they provide such information voluntarily by registering at our Website or signing up for information.

**Order & Billing Information.** If you place an order through our Website, we track certain information about the products and services you purchase. At checkout, you will also be required to provide additional information required for processing your payment. This generally includes a debit or credit card or other

payment information, expiration dates, card security codes, your billing address or similar information. Third-party payment vendors may also collect this information, pursuant to the terms and conditions of their privacy policies and terms of use.

**Information Collected Automatically.** In addition to the information described above, we may collect some or all of the following information:

**Activity Info (Log Data).** Information may be collected based on your use of the Website, which generally includes information about your computer hardware and software, such as:

Internet Protocol (“IP”) addresses, operating systems, browser types, device types, URLs, access dates and times; Website pages that you visit; referring website information; universally unique identifiers (“UUID”), advertising identifier (“IDFA”), carrier and country location, hardware and processor information, network type, and other related data.

**Use of Cookies.** Our website may use cookies in order to deliver a better experience for you. Cookies are files with small amounts of data that a website stores on your computer’s or mobile device’s hard drive so that certain information about your visit and web-browsing preferences will be recognized upon a return visit. Cookies serve functions such as “remembering” log-in names and passwords, or enabling or saving shopping cart contents. Like many websites, we may use both session cookies (which expire once you close your web browser) and persistent cookies (which stay on your computer until you delete them) to help us improve the experience you have with our Website. Most web browsers have a function that allows you to delete existing cookies on your device or you can set your browser options to that your device does not receive or accept cookies. Doing this may interfere with your ability to use the Website.

**Third-Party Analytics.** We use third-party analytics services (such as Google Analytics) to evaluate and aggregate visitor data. These services help us evaluate Visitors’ use of the Website, including time spent on certain pages, which areas of the Website receive the most traffic, how often visitors visit pages within the Website, and also provide general geographic location about visitors, the source of referred traffic (from other websites, vs search engines, etc). These third party analytic services use cookies and other technologies to help analyze and provide us the data. By visiting and using the Website, you consent to the collection and review of data about you by these analytics providers in the manner and for the purposes set out in this Privacy Policy.

For more information on Google Analytics, including how to opt out from certain data collection, please visit <https://www.google.com/analytics>. If you opt out of any service, you may not enjoy the full functionality of the Website.

**From Third Parties.** We may also collect or receive information from third parties, such as Facebook and/or other third-party social media sites.

### **How to Access Your Personal Information**

To manage your receipt of marketing and non-transactional communications, you may unsubscribe by clicking the “unsubscribe” link located on the bottom of any related email from the Company. Emails related to the purchase or delivery of orders are provide automatically – Customers are not able to opt out of transactional emails. We will try to accommodate any requests related to the management of Personal Information in a timely manner. However, it is not always possible to completely remove or modify information in our databases.

### **How We Use and Share the Information**

We use the collected Information to understand customer needs regarding our Website services, to evaluate and manage our Website, respond to Visitor requests, fulfill Customer orders, respond to any problems that may arise, such as difficulties in navigating our Website or accessing certain features, to personalize or improve services for our Visitors and Customers, and to monitor user trends. As with transactions elsewhere, when you purchase products, services, or programs via our Website, your credit card company will also retain certain information regarding your purchase. We will not otherwise provide any personal data to your credit card company without your permission. We may also access or utilize information collected to provide our services, process orders, administer our programs, maintain and improve our Website and services to you, solicit your feedback, and to inform you about our products and services and those of our third-party marketing partners.

We may also utilize and share Information collected as required to process Customer Orders and provide necessary support. We may share Information collected with joint venture partners, businesses under common control, third-party businesses or partners participating in administering our programs or services, or to those providing business functions such as technical support, customer service, marketing assistance, etc. These businesses will only have access to information as necessary to perform their functions and to the extent permitted by law.

We may evaluate any of the above information in order to improve our business products and services, and operate, maintain and manage the Website. Where necessary, we may share this aggregate data with our affiliates, agents, and current or prospective business partners.

Under certain circumstances we may be obligated or compelled to disclose the Information: when required by law, court order or government agency, or when disclosing such Information is reasonably required to protect the Company, its property, the Website, the safety of visitors or others.

### **Information You Share**

When you voluntarily make your Personal Information available online in an environment shared by third parties – including in webinars, classes, online conferences, via email, on message boards, chat rooms or on blogs, or via telephone calls or conferences – that information can be viewed, saved, collected, heard, and/or used by others outside of the Company. We are not responsible for any unauthorized third-party use of information provided in these contexts. Please be mindful whenever you share any information online.

### **Security of Your Information**

The security of your Personal Information is important to us, but remember that no method of transmission over the Internet, or method of electronic storage, is 100% secure. While we incorporate standard industry practices internally and with our services providers, which we believe is sufficient for the information involved, we cannot guarantee its absolute security. Because we work with third-party businesses and vendors in various aspects of our business including operating this website, database management, website security, etc., we cannot guarantee the absolute security of our databases, nor can we guarantee that the Information you supply will not be intercepted while being transmitted to and from us over the Internet. Any information that you provide to us via email should be treated with extra caution, as we cannot control the level of security available through email providers.

### **Children**

We are strongly committed to protecting the safety and privacy of children who visit our website. We do not knowingly collect Personal Information from children under the age of 13 through the Website. If you are under 13, please do not give us any Personal Information. We encourage all parents to talk to their children about online safety and to monitor their children's use of the Internet. If you have reason to

believe that a child under the age of 13 has provided Personal Information to us, please contact us, and we will make best efforts to delete that information from our databases.

### **External Websites**

We do not control and are not responsible for the privacy practices or content of third-party websites, including those of affiliates, business partners, sponsors, advertisers, or other websites to which we may link from time to time. When visiting any third-party websites, you are responsible for reviewing the privacy policy and terms of use applicable to each site. They may be different than those that you see here.

### **Massachusetts Privacy Rights**

The Massachusetts Right of Privacy Act guarantees individuals the right to be secure from “unreasonable, substantial, or serious interference” with their privacy (MA Gen. Laws Ch. 214 Sec. 1B). Intrusions into areas in which the person has a legitimate expectation of privacy are prohibited.

### **Visitors Outside the U.S.**

Our Website and the servers that make this Website available worldwide are located in the United States. The Internet laws in the United States govern all matters relating to this Website. Any information you provide in subscribing to or visiting our Website will be transferred to the United States. By visiting our Website and submitting information, you authorize this transfer, processing, and use.

### **Changes to This Privacy Policy**

The Company may update this Privacy Policy from time to time as necessary to protect our users and to comply with a changing environment. Please review the Privacy Policy when you visit our Website to remain updated on our current policy. We have no intentions of making any changes to our Privacy Policy and practices to make them less protective of personal information collected in the past. By accessing the Website and/or using our services after making any such changes to this Privacy Policy, you are deemed to have accepted such changes. Please be aware that, to the extent permitted by applicable law, our use of the Information is governed by the Privacy Policy in effect at the time we collect the information. You are advised to review this Privacy Policy periodically for any changes.

**Contact Us**

If you have any questions about this Privacy Policy, please contact us via email at support (at) <https://www.marylangerdesigns.com> with "Privacy Policy" in the subject line.