# PRIVACY POLICY

Woodstock Trading Company Inc. ("WOOD STOCK") is strongly committed to protecting your privacy and providing a safe online and digital experience for all of users. Because we gather certain types of information about and from users so that we can better serve your needs, you should fully understand the terms and conditions surrounding the collection and use of this information. This Privacy Policy discloses what information we gather, how we use it, how to correct or change it, and what steps we take to safeguard personal information provided to us both online and offline.

# Your use of the WOOD STOCK website constitutes your agreement with the terms of our Privacy Policy:

# WHAT INFORMATION DO WE COLLECT ABOUT YOU?

You can visit our websites, read articles and other materials, and check on offerings without giving us any "personal information" (defined below). So that we can provide our users with the most efficient and enhanced, personalized service, we may request information about you in certain circumstances (for example, in order to provide a quote), and collect certain information automatically. This information might include, for example, your name, email address, phone number, and physical address. We also use contact lists and other information we may obtain from third parties. We may also collect certain non-personally identifiable information when you visit our web pages, such as the type of browser and operating system you are using, your IP address, your device identifiers, your Internet or wireless service provider, and location-based information.

# **Personal Information**

By "personal information" we mean information that identifies you individually, such as names, mailing addresses, email addresses, gender, and credit or debit card information.

Currently we collect personal information from you when you request a quote. In the future we may collect personal information from you in connection with email services we offer, surveys we undertake, or to participate in online forums or committees.

# HOW DO WE USE COLLECTED INFORMATION?

We use information you provide to fulfil your requests, improve our products and services, and operate our business. For example, we may use personal information so that we may display or send custom, personalized content to our website visitors and to send newsletters, mail, emails, features, promotional material, surveys and other updates, information or offers to our users. A user may, at any time, opt out of receiving promotional offers by mail, telephone or email: <a href="mailto:sales@woodstocktrading.ca">sales@woodstocktrading.ca</a>. We also use collected information to evaluate and administer our products and services, fulfil customer requests (e.g., provide a quote), respond to any problems that may arise, such as difficulties in navigating our sites or accessing certain features, as well as to gauge user trends to determine what products and services are most popular with users, and to put you in touch with our dealers.

# HOW DO WE SHARE PERSONAL INFORMATION?

WOOD STOCK may use both anonymous, aggregate demographic data and any personal information you provide for internal marketing or other business purposes.

We share anonymous, aggregate demographic information (such as gender, age, income, hobbies, interests, etc.), and anonymous information obtained from cookies and similar technologies, with our dealers and business partners. We do not provide personally identifiable information to any of these third parties in providing these reports.

You should be aware that if you voluntarily disclose information, personal or otherwise, online in any community area (whether through WOOD STOCK's websites or any other service available online), that information can be collected and used by others. For example, if you use chat, forums, bulletin boards or message boards, or if you post personal information online (such as your email address, photograph, etc.), you may receive unsolicited messages from others. WOOD STOCK has no control over this use of your personal information.

# **Important Note**

We reserve the right to use or disclose any information without notice or consent as compelled by applicable law, regulation or legal requirement; to conduct investigations of consumer complaints or possible breaches of law; to protect the integrity of our websites, our digital apps, and our property and assure adherence to our terms of use; to protect the safety of our visitors or others; and to fulfil your requests.

#### HOW DO WE USE COOKIES?

WOOD STOCK may use "cookies" in connection with operation of its websites. Cookies are small pieces of information that are stored on your computer by the WOOD STOCK website server. Cookies are used for record-keeping purposes—the stored information can be retrieved by the WOOD STOCK website server when you return to the website.

Cookies allow us to personalize or regulate the use of our websites, and also permit us to automate the access and data-entry functions of the site (e.g., login information), to store on-line ordering information for purchases you may make while visiting the site, and to tailor the appearance or presentation of the site to your preferences or interests. In general, we do not use cookies to track the navigational habits of identified users without the user's consent.

The use of cookies is common in the industry, and they are used at most major websites. Cookies will not be used to pass any information from your computer except the specific information placed into the cookie from one participating WOOD STOCK website when the cookie is retrieved by another participating WOOD STOCK website.

# HOW CAN YOU CONTROL YOUR PERSONAL INFORMATION?

If you prefer not to receive traditional mail or other off-line promotions from WOOD STOCK, please click here: <a href="mailto:sales@woodstocktrading.ca">sales@woodstocktrading.ca</a>

If you prefer not to receive e-mail marketing or other online promotions and advertising from WOOD STOCK, or if you want to opt-out of any sharing of your personal information with third parties not owned by WOOD STOCK, please contact: <a href="mailto:sales@woodstocktrading.ca">sales@woodstocktrading.ca</a>.

WOOD STOCK websites will not use or transfer personally identifiable information provided to us in ways unrelated to the ones described above without also providing you with an opportunity to opt out of these unrelated uses.

We will try to implement your opt-out requests promptly, but you may still receive promotional information from us by mail for up to 60 days due to printing and mailing schedules, and up to 10 days for email; please forgive any delay.

# SECURITY OF YOUR PERSONAL INFORMATION

We have put in place appropriate physical, electronic and managerial procedures to safeguard and help prevent unauthorized access, maintain data security and correctly use the information we collect. No system can be completely secure, however, and we do not guarantee that unauthorized disclosures and access will not happen.

#### CHANGES IN CORPORATE STRUCTURE

In developing our business, we might sell certain assets, or the company, or parts of it, may be sold, merged or otherwise transferred. In such transactions, user information, whether personally identifiable or otherwise, may be one of the transferred assets.

# YOUR CALIFORNIA PRIVACY RIGHTS

Under California's "Shine the Light" law, Civil Code Section 1798.83, California residents are afforded expanded rights to information about shared personal information, or are required to have the free ability to opt-in or opt-out of such sharing. This privacy policy fully affords you the rights not to have your personal information shared by us. If you have any questions about your ability to opt-out of information sharing by us, please see "How Can You Control Your Personal Information" (above).

# VISITORS AND SUBSCRIBERS FROM OUTSIDE CANADA

Our websites and associated computers are located in Canada. By visiting our sites and submitting information, you unambiguously consent to the collection, processing, transfer or use of your personal data, as described in this Privacy Policy. If you do not consent to any collection, processing, transfer or use of such information, please discontinue use of these websites.

# CHANGES TO OUR PRIVACY POLICY

We will occasionally update this Privacy Policy. We recommend that you check the policy when you visit our site to be sure you are aware of and understand our current policy; when feasible, we will post specific summary of material changes in our policy. Your continued use of our websites and of our digital apps will constitute your agreement to any changes in the Privacy Policy.

# **CONTACT INFORMATION**

If you have any questions about this Privacy Policy or our privacy practices, please email us at <a href="mailto:sales@woodstocktrading.ca">sales@woodstocktrading.ca</a>. Please include the URL of the website and/or name of the publication or digital app involved in your request. Or you can contact us by mail at:

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