# NICKELSON PAINTING, INC. PRIVACY NOTICE

This privacy notice discloses the privacy practices for **Nickelson Painting, Inc**. This privacy notice applies solely to information collected by this website. It describes the following:

- 1. What personally identifiable information is collected from you through the website, how it is used and with whom it may be shared.
- 2. What choices are available to you regarding the use of your data.
- 3. The security procedures in place to protect the misuse of your information.
- 4. How you can correct any inaccuracies in the information.

### Information Collection, Use, and Sharing

We are the sole owners of the information collected on this site. We only have access to/collect information that you voluntarily give us via email or other direct contact from you. <u>We will not sell</u> or rent this information to anyone.

We will use your information to respond to any contacts or questions you've asked us. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request, for example to provide painting services.

Unless you tell us not to do this, we may contact you via email in the future to tell you about specials, new products or services, or to tell you about changes to this privacy policy.

### Your Access to and Control over Information

You may decline any future contacts from us at any time. At any time, you may contact us via email or phone about any of these issues:

- To see what data we have about you, if any.
- To change or correct any data we have about you.
- To ask us to delete any data we have about you.
- To share any concern you have about our use of your data.

#### Security

We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

- To protect your payment information or data online and in our office:
  - Nickelson Painting does not collect any payment information on this website. We outsource our payment system to PayPal, a web-based payment processor considered to be a secure processor. Refer to <u>www.paypal.com</u> for information about that site's security.
  - We do use a credit-card processor for people wishing to make a payment via our Rochester, Minn., office. As part of our agreement with that processing company, Nickelson Painting, Inc. completes a yearly assessment in order to be PCI DSS compliant. That document states: "All cardholder data functions are outsourced. NO electronic storage, processing or transmission of card holder data takes place, therefore protecting customer information. We are provided an email stating that we have completed the assessment and are PCI DSS compliant (attached to email)."

• **To protect your data offline:** We do not have access to or store any payment information, such as credit card information. We only store contact information, including billing address and the name of the person or business responsible for paying our bill(s). Only employees who need the information to perform a specific job, such as billing or customer service, are granted access to personally identifiable information. The computers/servers in which we store this information are kept in a secure environment.

Wherever we collect sensitive information, such as contact information, that information is encrypted. You may verify this by seeing the closed-padlock icon at the bottom of your web browser. You may also look for "https" at the beginning of the address on this web page.

### Orders

We request information from you on our "Contact Us" page. To get information from us via the web page, you must provide contact information, such as your name, email address, address, and phone number. This information is used solely to contact you.

# Cookies

Some of our business partners may use cookies on our site. Examples include PayPal and advertisers. However, we have no access to or control over any cookies they may use.

# Links

This website contains links to other sites. We are not responsible for the content or privacy practices of such other sites. We encourage you to know when you leave our site and to read the privacy statements of any other site that collects personally identifiable information.

If you believe we are not abiding by this privacy policy, please contact us immediately via telephone at (507) 280-0202 or by email: <u>info@NickelsonPainting.com</u>. Thank you.