

MAINE STANDARDS COMPANY PRIVACY POLICY

MAINE STANDARDS COMPANY, LLC (“Maine Standards Company,” “we,” or “us”) is committed to providing a pleasant website experience and maintaining the privacy of those who visit www.mainestandards.com, www.myCalVer.com, and all related pages (collectively, the “Site”). For interpretation of this Privacy Policy and the related Terms and Conditions, certain definitions are set forth herein as quoted terms, for clarification. The page(s) related to Maine Standard’s myCalVer resource pages, including but not limited to the pages related to www.myCalVer.com shall be included in the definition of the Site, but also separately referred to as the “myCalVer Pages” when helpful for clarification. Users of the Site are referred to as “visitors,” or “you” and those visitors that have created a client-specific log-in account to access the log-in only portion of the myCalVer Pages shall be referred to as “clients.”

Privacy Policy

In using this Site you are deemed to have read and agreed to the following Privacy Policy, which incorporates definitions set forth in the related Terms and Conditions for this Site.

This Privacy Policy sets out how Maine Standards Company uses and protects any information that you give Maine Standards Company (directly and indirectly) when you use this Site. Maine Standards Company is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this Site, then you can be assured that it will only be used in accordance with this Privacy Policy.

What We Collect

Some visiting our Website will be creating a log-in account to access Client Content, for which provision of some organizational and/or personal information is required (may include name, job title, contact information, email address, postcode, demographic information). This information collected may be used for internal review, tracking, or contacting the client, relating to the rendering of services to client. This information collected will not be shared with any outside organization for commercial purposes, other than as is required to carry out the services client has engaged Maine Standards Company to perform. Other Users of the Site may share information with Maine Standards Company by signing up for offers or participating in client surveys.

Log Files

We keep track of activity on our Site via log files stored on our web servers. We use IP addresses to analyze trends, administer the site, track user’s movement, and gather broad demographic information for aggregate use. IP addresses are not linked to personally identifiable information. Additionally, for systems administration, detecting usage patterns and troubleshooting purposes, our web servers automatically log standard access information including but not limited to browser type, URL requested and referral URL. This information is not shared with any third parties and is used only within this Company on a need-to-know basis. We use your Site activity to assist us in offering you a personalized Web experience, assist you with technical support, diagnose problems with our server, administer our Site, and to tailor our product and service offerings to you.

Cookies

Like most interactive web sites, this Company's website uses cookies to enable us to retrieve user details for each visit. Cookies are used to enable the functionality and ease of use for those people visiting the site. The Company only uses non-persistent / single-session cookies. These cookies are only used during an active user session, do not collect personal information and are removed as soon as you leave the site or close your web browser.

What We Do With the Information We Gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Rendering services for which a client has hired Maine Standards Company
- Internal record keeping
- We may use the information to improve our products and services
- We may periodically send emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided
- We may also use your information to contact you for market research purposes
- We may contact you by email, phone, fax or mail
- We may use the information to customize the Site according to your interests
- We may use non-identifying and aggregate information to better design our Website

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure Maine Standards Company has put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Links from this website

We do not monitor or review the content of other party's websites. Opinions expressed or material appearing on such websites may not necessarily be shared or endorsed by Maine Standards Company, and Maine Standards Company should not be regarded as the publisher of such opinions or material. Please be aware that we are not responsible for the privacy practices or content, of such other sites. We encourage our visitors to read the privacy statements of these sites. You should exercise caution and evaluate the security and trustworthiness of any other site connected to this Site or accessed through this Site yourself, before disclosing any personal information to them. Maine Standards Company will not accept any responsibility for any loss or damage in whatever manner, howsoever caused, resulting from your disclosure to third parties of personal information.

Controlling your personal information

Outside of uses of information set forth above, Maine Standards Company will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the address below. We will promptly correct any information found to be incorrect.

Notification of Changes

Maine Standards Company reserves the right to change this Privacy Policy and its Terms and Conditions from time to time as it sees fit and your continued use of the site will signify your acceptance of any adjustment to these terms. You are therefore advised to re-read this statement on a regular basis.

Contact Us

We offer several different ways for you to reach us if you have any questions, comments, or concerns related to this policy:

Email: info@mainestandards.com

Phone: 1-800-377-9684 (U.S. & Canada)
1-207-892-1300 (Outside U.S. & Canada)

Fax: (207) 892-2266 Customer Service Department

US Mail: Maine Standards Company
Customer Service Department
221 US Route 1
Cumberland Foreside, ME 04110

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