# Privacy Policy

Our privacy policy is designed to assist you in understanding how we collect and use the personal data you provide to us and to assist you in making informed decisions when using our website.

#### How Do You Opt-in to Our Communications?

By completing our contact and/or request form(s) and selecting the checkbox to receive information and resources from AQS Global, you are opting-in and consenting to allow our Company to store the data and personal information you provide indefinitely, or until you unsubscribe. AQS Global will not sell or share your data outside of our companies. We may send you communications based on your contact preferences. You may choose to either unsubscribe or change your contact preferences via the links located in our email footers or by contacting us at [info@aqsglobe.com](mailto:info@aqsglobe.com).

#### What Data Do We Collect?

When you visit our website, you may provide us with two types of information: (1) Personal information you knowingly choose to disclose that is collected on an individual basis, and (2) website use information collected on an aggregate basis as you and others browse our website. Our forms contain clauses which allow you to opt-in to our communications for marketing purposes.

##### 1. Personal Information You Choose to Disclose

**Registration Information**

You may be prompted to provide information about yourself, your company or organization and your practices when you register for certain services, or subscribe to email newsletters and alerts. You may also provide additional comments as to how you see AQS Global servicing your needs and interests.

**Email Information**

If you choose to correspond with us through email, we may retain the content of your email messages together with your email address and our responses.

##### 2. Website Use Information

Similar to other commercial websites, our website utilizes a standard technology called "cookies" (see explanation below "What Are Cookies?") and web server logs to collect information about how our website is used. Information gathered through cookies and web server logs may include the date and time of visits, the pages viewed and the websites visited just before and after our website. We, our advertisers and ad serving companies may also use code snippets to determine which advertisements and promotions users have seen and how users responded to them. Please note that we cannot control how third party advertisers may use cookies.

#### How Do We Use Your Data?

Broadly speaking, we process and use personal information for the purposes of administering and expanding our business activities, providing client services and making available other products and services to our clients and prospective clients. Occasionally, we may also use the information we collect to notify you about important changes to our website, new services, new resources, news and event participation. Once you have opted-in to receive our communications and/or online resources, we will store your information indefinitely, or until you unsubscribe. You may notify us at any time if you do not wish to receive this information. Your information will only be used for those purposes for which it was specifically collected and which you opted-in and agreed to.

#### Which Third Party Tools Do We Use?

Third party tools are used to improve your website experience, distribute relevant material to you and provide better service to you. We use the following third party tools:

* **Mailchimp** is used as an email marketing tool to send emails based on contact preferences
* ***Google Analytics*** is used to measure website traffic and performance
* ***Microsoft Dynamics*** is a Customer Relationship Management (CRM) tool used for sales management

#### How Do We Use Information We Collect From Cookies?

As you browse our website, cookies are used to distinguish you from other users. Cookies, in conjunction with our web server's log files, allow us to calculate the aggregate number of people visiting our website and which parts of the site are most popular. This helps us gather feedback to continually improve our clients' website experience and improve our service to our clients. Cookies do not allow us to gather any additional personal information about you and generally, we do not store any personal information that you provided to us in your cookies.

#### What Cookies Are Set On Your Computer?

**We use the following cookies:**

* Google Analytics and Google Tag Manager cookies (\_utma, \_utmt, \_utmb, \_utmc and \_utmz) are used to track usage on our site for functionality and performance.
* Google AdWords cookies (\_ga, \_gid) are used to uniquely distinguish visitors.
* LinkedIn cookies (liap, lidc, lang, bcookie, bscookie) are used for functionality purposes.
* LinkedIn cookies (BizoID, BizoUserMatchHistory) are used to measure the frequency of visits to our site.

#### How Can You Access and Correct Your Information?

All data will be handled and managed from the AQS Global in accordance with this policy. You may request access to all of your personally identifiable information that we collect online and maintain in our database by emailing us at [info@aqsglobe.com](mailto:info@aqsglobe.com). We will make changes based on your request.

#### Certain Disclosures

We may disclose your personal information if required to do so by law or subpoena or if we believe that such action is necessary to (a) conform to the law or comply with legal process served on us or affiliated parties; (b) protect and defend our rights and property, our site, the users of our site and/or our affiliated parties; and (c) act under circumstances to protect the safety of the users of our site, us or third parties.

#### Third Party Websites Linked to AQSGLOBE.com

We are not responsible for the practices employed by websites linked to or from our website or the information or content contained therein. Often links to other websites are provided solely as pointers to information on topics that may be useful to the users of our website.

Please remember that when you use a link to go from our website to another website, our Privacy Policy is no longer in effect. Your browsing and interaction with any other website, including websites which have a link on our website, is subject to that website's own rules and policies. Please read over those rules and policies before proceeding.

#### Data Privacy and Security

By opting-in to our communications after providing your personal information in any form or format available on this website, you consent to our collection and use of your personal information as described in this Privacy Policy. If we change our privacy policies and procedures, we will post those changes on our website to make you aware of what information we collect, how we use it and under what circumstances we may disclose it. Please contact us at [info@aqsglobe.com](mailto:info@aqsglobe.com) for further clarifications.

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