SCHLETTER PRIVACY POLICY

Last updated: February 21, 2012

Schletter Inc. ("Schletter" or "the Company") knows that you care how information about you is used and shared, and we appreciate your trust that we will do so carefully and sensibly. This notice describes the Schletter Privacy Policy. This Policy applies to sites posted by Schletter. When a site is posted by Schletter, the site will link to this Policy, and this Policy applies. When sites are posted by third parties, the privacy statement of the third party applies, and this Policy does not apply. By visiting this site you are accepting the practices described in this Privacy Policy.

1 COLLECTION OF INFORMATION

- **1.1** General. Schletter offers a variety of services that are collectively referred to as the "Service." Schletter collects information from individuals who visit this site ("Visitors") and individuals who register to use the Service ("Customers").
- **1.2** *Types.* Schletter receives and may store any information you enter on this site or give to the Company in any other way. For example, when you express an interest in obtaining additional information about the Service or register to use the Service, we collect the following information: your name, company name, address, phone number, and e-mail address ("Contact Information"). When you place an order or create an account, we collect the following information: your name, company information, mailing address, e-mail address, phone and fax numbers, credit card number and other billing information ("Billing Information").
- **1.3** Web Site Navigational Information. As you navigate the site, Schletter may also collect information through the use of commonly used information-gathering tools, such as cookies and web beacons ("Web Site Navigational Information"). Web Site Navigational Information includes standard information from your web browser (such as browser type and browser language), your Internet Protocol ("IP") address, the full Uniform Resource Locator (URL) clickstream to, through, and from the site (including date and time), the actions you take on the site, such as the web pages viewed, the links clicked, products you viewed or searched for, and your purchase history. We sometimes aggregate purchase history information from Customers to create features such as bestsellers and product suggestions.
- **1.4** Cookies. This site uses Google Analytics, a web analytics service provided by Google, Inc. ("Google"). Google Analytics uses "cookies", which are text files placed on your computer, to help the website analyze how users use the site. The information generated by the cookie about your use of the website (including your IP address) will be transmitted to and stored by Google on servers in the United States. Google will use this information for the purpose of evaluating your use of the site, compiling reports on site activity for site operators and providing other services relating to site activity and internet usage. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this you may not be able to use the full functionality of this website. By using this site, you consent to the processing of data about you by Google in the manner and for the purposes set out above.

- **1.5** Web Beacons. Schletter uses web beacons alone or in conjunction with cookies to compile information about Customers and Visitors' usage of the site and interaction with emails from the Company. Web beacons are clear electronic images that can recognize certain types of information on your computer, such as cookies, when you viewed a particular website tied to the web beacon, and a description of a website tied to the web beacon. For example, Schletter may place web beacons in marketing e-mails that notify the Company when you click on a link in the e-mail that directs you to one of Schletter's sites. Schletter uses web beacons to operate and improve the Company's websites and e-mail communications.
- **1.6** Software Used. During some visits we may use software tools such as JavaScript to measure and collect session information, including page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs), and methods used to browse away from the page.

2 SHARING OF INFORMATION COLLECTED

- **2.1** General. We respect and value the information you enter on this site. Schletter is not in the business of selling this information to other Web sites or businesses. There are very limited circumstances where we do share some Visitor and Customer information, and these are outlined immediately below.
- **2.2** Sharing of Information. Information you enter on this site may be shared with Schletter's parent company, Schletter GmbH, a German company. We may share your information with third parties who provide services on our behalf, including credit card processing and delivering packages. These third-parties are not permitted to store, retain, or use your information except for the sole purpose of credit card processing and package delivery on Schletter's behalf. Schletter reserves the right to disclose your information when the Company believes disclosure is appropriate to comply with the law.

3 INFORMATION FROM OTHER SOURCES

- **3.1** *General.* Occasionally, we supplement the information we receive that is outlined above with information from other sources and companies.
- **3.2** Types. Schletter may receive the following types of information from other sources: search term and search result information from some searches conducted through web search features; search results and links, including results from paid listings such as sponsored links from Google; and updated Customer delivery and address information from our carriers or other third parties.

4 INFORMATION SECURITY

- **4.1** Software Used. To protect the security of your information during transmission, we use Secure Sockets Layer (SSL) software, which encrypts information you input.
- **4.2** Order Confirmation. We reveal only the last five digits of your credit card numbers when confirming an order. To process an order, it is necessary to transmit the entire credit card number to the appropriate credit card company.
- **4.3** Signing off. To prevent unauthorized access to sensitive information, it is important for you

to monitor those who have access to (i) your Client Login Name and Password, (ii) your Schletter Store Account Username and Password, and (iii) your computer. Be sure to log off when finished using a shared computer.

5 USER ACCESS TO INFORMATION

5.1 General. When you access the Client Login and Schletter Store Account areas, there is a variety of information that you will see. These areas are designed to allow you to update any information and view the information that you entered previously. Some of this information may be sensitive, and it is necessary to both protect this sensitive information and keep it current in order to have the best experience at the site.

6 USER CHOICES WITH REGARD TO ACCESS OF INFORMATION

- **6.1** General. You always have the right to refrain from providing any information. This may have an impact on use of the site and taking advantage of certain unique features of the site.
- **6.2** Communication Preferences. Schletter offers Customers and Visitors who provide Contact Information a means to choose how the Company uses the information provided. If you do not want to receive marketing and non-transactional e-mail or other communications from this site, you can manage your receipt of marketing and non-transactional communications by clicking on the "unsubscribe from this list" link located in the Company's marketing e-mails. Additionally, you may send a request specifying your communications preferences to marketing@schletter.us. You cannot waive the applicability of the Conditions of Use and other legal notices, such as this Privacy Policy, and if you elect not to receive those notices, they will still govern your use of the Schletter Store site, and it is your responsibility to review them for changes. Customers cannot opt out of receiving transactional e-mails related to their Schletter Store Account.
- **6.3** *Prior Information.* You can add or update certain information in areas such as those listed in the "User Access to Information" section above. You may discontinue your registration or close your account at any time. Please note that after you close an account, you will not be able to sign in or access any of your personal Contact and Billing Information. However, you can reregister or open a new account at any time. The Company may retain certain information associated with your registration or account for analytical purposes as well as for recordkeeping integrity.

7 CHILDREN

7.1 General. We sell products only for purchase by adults. We do not sell children's products. If you are under age 18, you may not use this site.

8 CONDITIONS OF USE, NOTICES, AND CHANGES

- **9.1** Acceptance of Conditions of Use. By visiting this site, you accept that your visit and any dispute over privacy is subject to this Policy and our Conditions of Use, including limitations on damages, arbitration of disputes, and application of the law of the state of Arizona. If you have any concern about privacy at this site, please email us using our Contact Form.
- 9.2 Changes. Schletter reserves the right to change this Privacy Policy. The Company will

provide notification of material changes to this Policy through the Company's web sites.

10 YOUR CALIFORNIA PRIVACY RIGHTS

California Civil Code § 1798.83 permits our Visitors and Customers who are California residents to request certain information regarding their disclosure of personal information to third parties for direct marketing purposes. To make such a request, please email us using our Contact Form or write us:

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