

1 Privacy Notice

Lethbridge Concierge Service Ltd. And Lethbridge Homestay Services recognize the importance of explaining our privacy policies to you and protecting the privacy of personal information we may obtain from you through this website, independently submitted documents, or visits to your home and provides this privacy notice for the purposes of assisting you with understanding our privacy practices.

Please note that this website contains links to other websites. Lethbridge Concierge Service Ltd. is not responsible for the privacy practices used by other websites.

a. Collection of Information

Lethbridge Concierge Service Ltd. does not collect personal information about you, unless it is voluntarily provided for legitimate business purposes. In submitting personal information to Lethbridge Concierge Service Ltd. you shall be deemed to consent to its collection, use, disclosure and retention of your personal information in accordance with this privacy notice.

Your personal information will be treated confidentially within Lethbridge Concierge Service Ltd. and in accordance with applicable privacy law, including the *Personal Information Protection Act (Alberta)*, and the *Personal Information Protection and Electronic Documents Act (Canada)*. You can choose not to provide certain information, but this may result in inability to complete any transaction or service.

a Use and Disclosure of Information

Except as specifically stated in this privacy statement and our privacy policy, our policy is not to disclose personal information to third parties, but we may share personal information with affiliated education institutions or individual students and families as required to perform the duties of the company. Some of these affiliated institutions, agents or companies may be located outside Canada.

a Security

Please be aware that complete security of information transmitted over the Internet cannot be assured although reasonable security precautions are taken. Messages may be intercepted and viewed during transmission, and may be altered. If the information you wish to provide us is particularly confidential or sensitive, you should use a more confidential method of communicating with us such as mail. Lethbridge Concierge Service Ltd. will not be liable for any loss or damage you suffer in connection with your transmission of information to us over the Internet or otherwise in connection with your use of this website.