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**Personal Information:** We do not collect any personal information unless you voluntarily provide it by sending us email, participating in a survey, or completing an online form. Personal information submitted will **not** be transferred to any non-affiliated third parties unless otherwise stated at the time of collection. When a user submits personally identifiable information it is used only for the purpose stated at the time of collection.

**Cookies:** A cookie is a small text file stored by your browser that allows the website to “remember” your preferences (such as calendar settings and site bookmarks) on the site from visit to visit, or to maintain your “logged in” status when visiting protected areas. **Usage of a cookie is in no way linked to any personally identifiable information while on our site.** Web browsers have settings allowing you to reject cookies, or selectively accept cookies, or delete cookies previously accepted. Please be aware that rejecting or deleting cookies from our website may make certain functions unavailable to you.

**Log Files:** Like most standard website servers we use website statistic packages such as **Google Analytics** to analyze trends in how our website is accessed and utilized. Information monitored includes internet protocol (IP) addresses, geographic location of visitors (country, city), browser type, internet service provider (ISP), referring/exit pages, platform type, date/time stamp, time spent on pages, and keywords used to find our site via search engines. This information is anonymous and cannot be directly linked to individual users. We may use it to identify high-use or low-use areas of the site, pinpoint problem areas of the site, analyze broad demographic trends in our visitors, and make decisions about how to make it easier for people to find and navigate our website.

**Links:** This website may contain links to other sites. Please be aware that we are not responsible for the privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of each and every website that collects personally identifiable information. This privacy statement applies solely to information collected by this website.

**Security:** This website takes every precaution to protect our users' personal information. Whenever users submit personal information (such as contact info or credit card info) via online forms, registration, or online purchase, upon submission that information is encrypted via the highest level of SSL (Secured Sockets Layer) available. Servers that store personally identifiable information are in a secure environment. Under no circumstances are credit card numbers permanently stored on our website servers.

If you have any questions regarding our privacy policy **Contact Us at 317.825.0175**