



Privacy Policy

Last modified: December 13, 2016

This website (the “Website”) is owned and operated by Granco Clark, Inc. (“Granco Clark”, “we”, or “us”). Granco Clark has adopted this Privacy Policy in order to inform you of its policies and practices with respect to information collected from this Website. Your use of the Site constitutes your acceptance of this Privacy Policy and your consent to the practices it describes. Please review this Privacy Policy periodically as we may update it from time to time. Each time you visit the Site, or provide us with information, you are, by doing so, accepting the practices described in this Privacy Policy at that time.

We respect your privacy and are committed to protecting it through our compliance with this policy. This policy describes the types of information we may collect from you or that you may provide when you visit the Website and our practices for collecting, using, maintaining, protecting and disclosing that information.

This policy applies to information we collect:

- On this Website.
- In e-mail, text and other electronic messages between you and Granco Clark, or between you and this Website, including emails for which you sign up through the Website.

It does not apply to information collected by:

- us offline or through any other means, including on any other website operated by Granco Clark or any third party; or
- any third party, including through any application or content (including advertising) that may link to or be accessible from the Website, such as social media platforms that may be accessible through the Website.

Information We Collect About You and How We Collect It

We collect several types of information from and about users of our Website, including information:

- by which you may be personally identified, such as name, postal address, e-mail address, telephone number, Internet Protocol (IP) address (“personal information”);
- that is about you but individually does not identify you, such as your general geographic location; and/or
- about your internet connection, and device-specific information (such as your hardware model, operating system version, unique device identifiers, browser type, and mobile network information including phone number).

- Server log information, including details of how you used our service, such as your search queries; telephony log information like your phone number, calling-party number, forwarding numbers, time and date of calls, duration of calls, SMS routing information and types of calls; device event information such as crashes, system activity, hardware settings, browser type, browser language, the date and time of your request and referral URL.

We may collect this information:

- Directly from you when you provide it to us, such as when you send us an email, fill out a web form, perform search queries on our website, or leave a comment on one of our blog posts.
- Automatically as you navigate through the site. Information collected automatically may include usage details, IP addresses and information collected through cookies, web beacons, and other tracking technologies.
- Cookies (or browser cookies). A cookie is a small file placed on the hard drive of your computer. You may refuse to accept browser cookies by activating the appropriate setting on your browser. However, if you select this setting you may be unable to access certain parts of our Website. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you direct your browser to our Website.
- Flash Cookies. Certain features of our Website may use local stored objects (or Flash cookies) to collect and store information about your preferences and navigation to, from and on our Website. Flash cookies are not managed by the same browser settings as are used for browser cookies.
- Web Beacons. Pages of our the Website or our e-mails may contain small electronic files known as web beacons (also referred to as clear gifs, pixel tags and single-pixel gifs) that permit Granco Clark to, for example, count users who have visited those pages or opened an e-mail and for other related website statistics (for example, recording the popularity of certain website content and verifying system and server integrity).
- From third party tools, such as Google Analytics. For more information on Google's privacy practices, visit <https://www.google.com/policies/privacy/>

How We Use Your Information

We use information that we collect about you or that you provide to us, including any personal information:

- To present our Website and its contents to you.
- To provide you with information, products or services that you request from us.
- To provide you information about our products or services that we believe you may be interested in. However, you will always be given the opportunity to unsubscribe or opt out of receiving further communications or marketing emails by following the unsubscribe instructions in the email communication.
- To fulfill any other purpose for which you provide it.
- To carry out our obligations and enforce our rights arising from any contracts entered into between you and us, including for billing and collection.
- To notify you about changes to our Website or any products or services we offer or provide through it.
- To allow you to participate in interactive features on our Website, such as by posting a blog comment.
- To estimate our audience size and usage patterns.

- In any other way we may describe when you provide the information.
- For any other purpose with your consent.

Disclosure of Your Information

We may disclose aggregated information about our users, and information that does not identify any individual, without restriction.

We may disclose personal information that we collect or you provide as described in this privacy policy:

- To our subsidiaries and affiliates.
- To contractors, service providers and other third parties we use to support our business.
- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution or other sale or transfer of some or all of Granco Clark's assets, whether as a going concern or as part of bankruptcy, liquidation or similar proceeding, in which personal information held by Granco Clark about our Website users is among the assets transferred.
- To fulfill the purpose for which you provide it.
- For any other purpose disclosed by us when you provide the information.
- With your consent.

We may also disclose your personal information:

- To comply with any court order, law or legal process, including to respond to any government or regulatory request.
- To enforce or apply our terms of use and other agreements, including for billing and collection purposes.
- If we believe disclosure is necessary or appropriate to protect the rights, property, or safety of Granco Clark, our customers or others. This includes exchanging information with other companies and organizations for the purposes of fraud protection and credit risk reduction.

Choices About How We Use and Disclose Your Information

You can set your browser to refuse all or some browser cookies, or to alert you when cookies are being sent. To learn how you can manage your Flash cookie settings, visit the Flash player settings page on Adobe's website. If you disable or refuse cookies, please note that some parts of this site may then be inaccessible or not function properly.

We do not control third parties' collection or use of your information to serve interest-based advertising. However these third parties may provide you with ways to choose not to have your information collected or used in this way. You can opt out of receiving targeted ads from members of the Network Advertising Initiative ("NAI") on the NAI's website.

Accessing and Correcting Your Information

You may send us an e-mail at copyright@grancoclark.com to request access to, correct or delete any personal information that you have provided to us. We may not accommodate a request to change information if we believe the change would violate any law or legal requirement or cause the information to be incorrect.

If you delete your User Contributions from the Website, copies of your User Contributions may remain viewable in cached and archived pages, or might have been copied or stored by other Website users. Proper access and use of information provided on the Website, including User Contributions, is governed by our terms of use.

Your California Privacy Rights

California Civil Code Section § 1798.83 permits users of our Website that are California residents to request certain information regarding our disclosure of personal information to third parties for their direct marketing purposes. To make such a request, please send an e-mail to copyright@grancoclark.com or write us at the mailing address listed below.

Do-Not-Track

Our Website does not collect personally identifiable information about your online activities over time or across third-party websites or online services. Therefore, we also do not currently recognize automated browser signals regarding tracking mechanisms, including “do-not-track” instructions.

Data Security

We have implemented measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration and disclosure.

The safety and security of your information also depends on you. If we have given you (or where you have chosen) a password for access to certain parts of our Website, you are responsible for keeping this password confidential. We ask you not to share your password with anyone. We urge you to be careful about giving out information in public areas of the Website like message boards. The information you share in public areas may be viewed by any user of the Website.

Unfortunately, the transmission of information via the internet is not completely secure. Although we take what we believe to be reasonable measures to protect your personal information, we cannot guarantee the security of your personal information transmitted to our Website. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained on the Website.

Children Under the Age of 13

Our Website is not intended for children under 13 years of age. No one under age 13 may provide any information to or through the Website. We do not knowingly collect personal information from children under 13. If you are under 13, do not use or provide any information on this Website or on or through any of its features. If we learn we have collected or received personal information from a child under 13 without verification of parental consent, we will delete that information. If you believe we might have any information from or about a child under 13, please contact us at Granco Clark, Inc. 7298 N. Storey Road, Belding Michigan, 48809. 616-794-2600.

Changes to Our Privacy Policy

It is our policy to post any changes we make to our privacy policy on this page. The date the privacy policy was last revised is identified at the top of the page. You are responsible for ensuring we have an up-to-date active and deliverable e-mail address for you, and for

periodically visiting our Website and this privacy policy to check for any changes. If we propose to change our policy in a way that would permit us to make additional uses of the personal information that we had previously collected about you, we will obtain your affirmative, express consent before using your information in a materially different way.

Contact Information

To ask questions or comment about this privacy policy and our privacy practices, contact us at:

7298 N. Storey Road,
Belding, MI USA 48809
Phone: 616-794-2600
Toll-free: 800-918-2600