

## **Privacy Policy**

Fulfillment Concepts, Inc. (hereinafter referred to as either “Company”, “We”, “Us” or “Our”) is committed to protecting the privacy of personal information you may provide Us on this website (the “Site”). We believe it is important for you to understand the personal information we gather about you, how we may use it and the steps we take to safeguard it. Please note that we updated this Privacy Policy effective as of August 28, 2013. The terms of this Privacy Policy apply to *all* users of this Site. If you do not agree with the terms of this Privacy Policy, you should immediately cease the use of this Site.

Below you will find answers to several questions regarding Our revised Privacy Policy.

### **1. What information does Company collect about me on the Site?**

You are not required to provide any personal information in order to have general access to the Site. The personally identifiable information (“Personal Information”) collected on this site may include some or all of the following: your name, address, telephone number, e-mail addresses, as well as any other information you may voluntarily provide. You will always have the choice whether or not to disclose such Personal Information.

Further, Our Site may use technologies such as “cookies” to provide visitors with tailored information upon each visit. Cookies are a common part of many commercial websites that allow small text files to be sent by a website, accepted by a web browser and then placed on your hard drive as recognition for repeat visits to the Site. Every time you visit Our Site, Our servers, through cookies, pixels and/or GIF files, collect basic technical information such as your domain name, the address of the last URL visited prior to clicking through to the Site and your browser and operating system. We also use cookies to keep track of each user’s shopping cart information and items to be purchased. You do not need to enable cookies to visit Our Site; however, some parts of the Site and some services may be more difficult or impossible to use if cookies are disabled. To emphasize, cookies are not linked to any Personal Information while on this Site.

Company will not knowingly collect any personal information from minors.

### **2. What does Company do with the information collected?**

We may use your Personal Information for any of the following purposes: (1) to understand the use of the Site and make improvements; (2) to contact visitors who voluntarily submitted their information for further inquiry; (3) to respond to specific requests from visitors; (4) to protect the security or integrity of the Site if necessary; and (6) to troubleshoot problems at the Site to resolve disputes and to enforce our Terms and Conditions. In addition to using your information as described above, we also may occasionally send you email announcing special promotions, changes in our services, and other information we believe will be of interest to you. You may opt-out of receiving these mailings, or any other e-mails we send to our mailing list, by using the unsubscribe feature in any email you receive from us.

### **3. With whom does Company share the information?**

Company will not sell, rent, loan, transfer, or otherwise disclose any Personal Information to third parties except as set forth in this statement. Company may also share Personal Information with third parties under the following circumstances: (i) in connection with a court order, subpoena, government investigation or when otherwise required by law; (ii) in the event of a corporate sale, merger, acquisition or similar event; or (iii) working with third party companies to support the Site’s technical operation or execute a specific promotion or program (such as providing responses to the Contact Us Page or maintain a database of visitor information, etc.)

If Personal Information is shared with any third party for the purposes of executing a specific promotion or program, it will be clearly communicated to visitors that the third party will have no right to use the Personal Information for independent purposes. In support of this policy, Company will enter into written agreements with any third party receiving Personal Information requiring the third party to comply with Company’s privacy policies

and applicable laws. To avoid your Personal Information from being shared with a third party, you can choose not to use the affected service or participate in the affected promotional activity.

We cannot ensure that all of your private communications and other personally identifiable information will never be disclosed in ways not otherwise described in this Privacy Policy. For example, third parties may unlawfully intercept or access transmissions or private communications.

#### **4. How do I correct or update my Personal Information?**

You control the accuracy of your Personal Information. If your Personal Information changes, feel free to correct, update or delete/deactivate it by e-mailing [contact@fciusa.net](mailto:contact@fciusa.net). If you wish to review your Personal Information that Company has on record, you may contact [contact@fciusa.net](mailto:contact@fciusa.net)

#### **Your California Privacy Rights**

California Civil Code Section 1798.83, known as the "Shine The Light" law, permits California residents to request and obtain from us once a year, free of charge, information about the personal information (if any) we disclosed to third parties for direct marketing purposes in the preceding calendar year. If applicable, this information would include a list of the categories of personal information that was shared and the names and addresses of all third parties with which we shared information in the immediately preceding calendar year. If you are a California resident and would like to make such a request, please submit your request in writing to:

California Office of Privacy Protection  
915 Capitol Mall, Suite 200  
Sacramento, CA 95814

Email contact form: [privacy@scsa.ca.gov](mailto:privacy@scsa.ca.gov)  
Phone: (916) 651-1086  
Toll-free: (866) 785-9663

#### **5. How does Company protect the security of my Personal Information?**

Company maintains security measures designed to ensure the security, integrity and confidentiality of all Personal Information collected in a secure, controlled environment. We restrict access to your non-public Personal Information to those employees who need access to such information to provide products or services to you.

In addition, Company configures the list server software to refuse to divulge the e-mail addresses or other personal information to anyone other than authorized Company staff members. In the event of a security breach where an unauthorized person acquires your Personal Information, Company will take all appropriate steps to contain the breach and to notify you of the unauthorized acquisition as required by applicable law.

#### **6. Does Company's Site link to other sites?**

Yes. This Site may contain links to other websites that may not be owned or operated by Company. Those sites may be co-branded or may have the look and feel of being on our site, but are not our Site and therefore not subject to this Privacy Policy. If you are asked to provide personal information at one of those sites, you are subject to the privacy policy of the operator of that site. We cannot be responsible for the privacy policies and practices of other sites even if you access them using links from the Site and strongly recommend that you check the policy of each site you visit. We encourage you to read the policy of other sites before submitting any personal information. This Privacy Policy applies solely to Personal Information collected on this Site.

## **7. How do I contact Company?**

If you have any further questions concerning the Company's Privacy Policy and the use of your Personal Information, please contact [contact@fciusa.net](mailto:contact@fciusa.net).