## **PRIVACY**

This web site is owned by C.I.E. Management Services; C.I.E. respects the privacy of the visitors to our site. This policy was developed to help you understand what types of information we collect when you visit our site, and how we use that information. You can navigate through most pages of our site without providing us with personal and/or business information.

If you request information from C.I.E. by registering onto our site, we will save the information you provide in the forms. You will have access to your specific information each time you "sign in". We may use that information to contact you in the future via phone, mail or email to provide information about C.I.E.'s services that we feel may be of interest to you.

We do not share, sell or rent any of the information collected on our site to any third parties, nor do we intend to do so in the future.

## **Cookies**

C.I.E. does not set cookies.

## **Security**

We have appropriate security measures in place in our physical facility to protect against the loss, misuse or alteration of any information we have collected from you at our site.

### **Access to Personal Data**

You may access your "account information" by signing in with your personal password. You may also contact us to update or correct any information by sending an email to info@cieservice.com.

## Email

By submitting a request for information or request for service on our web site, you are voluntarily providing your email address. These email addresses are considered opt-in and are used to contact existing or potential business customers. If you do not wish to receive e-mail correspondence from us in the future, please opt-out by sending and email to <a href="mailto:info@cieservice.com">info@cieservice.com</a> with the word "unsubscribe" in the subject line. Your email address will be removed.

## **Policy Changes**

From time to time, we may use customer information for new, unanticipated uses not previously disclosed in our privacy notice. If our information practices change at some time in the future, we will post the policy changes to our web site to notify you of these changes and provide you with the ability to opt-out of these new uses. Please review our privacy policy periodically to ensure that you are familiar with the most current version.

## **Contact Us**

For more information about our privacy policy, please email <u>info@cieservice.com</u> or call 512-385-0005.

# **LEGAL**

This site and its content are owned by C.I.E. and any of the images, text, audio or other comments are copyrighted by C.I.E. and may only be used in the manner provided for this Legal Statement. In addition, the site contains a number of names, logos, trademarks, service marks and other intellectual property which is the property of C.I.E. and may not be used for any purpose without the expressed written agreement of C.I.E.

#### **Disclaimers**

While C.I.E. has worked diligently to provide you with accurate and updated information in this site. We cannot be absolutely certain that everything on this site is free of errors or omissions.

C.I.E. will not be liable for any direct, indirect, incidental, consequential or punitive damages arising out of your access to or use of this site. Without limiting the foregoing, everything on this site is provided to you "AS IS" without warranty of any kind either expressed or implied, including but not limited to the implied warranties of merchantability, fitness for a particular purpose or non-infringement. Furthermore, C.I.E. does not warrant that this site or the server that makes it available are free of computer "viruses".

C.I.E. is not responsible for the privacy or content of any external Web site links from any page of the C.I.E. Web site.

#### **Use of Communications**

Any communications or information you transmit to this site will be treated in accordance with our Privacy Policy. In general, such information should not be considered by you to be confidential or proprietary. While we welcome your comments and feedback (through snail mail, e-mail or over the telephone) with respect to this site or any of our products, our lawyers have asked us to remind you that we are not seeking any unsolicited ideas, suggestions or materials related to the development, design, manufacturing or marketing of our products and or services. This is intended to avoid confusion about the ownership of new ideas and concepts and to help protect you. If you send us any proposed ideas or other such information, you must understand that it will be treated as non-proprietary and non-confidential, and it will become the sole and exclusive property of C.I.E. and may be used by C.I.E. for any purpose whatsoever, commercial or otherwise, without compensation.

### Miscellaneous

This Legal Statement, is interpreted in accordance and governed by the laws of the state of Texas and the United States government.

If any provision of this Legal Statement is unlawful, void or unenforceable, it will not affect the validity and enforceability of any remaining provisions.

This Legal Statement sets forth the entire understanding regarding all of the matters discussed in this Legal Statement. However, please refer to our Privacy Policy for additional statements that form a part of this Legal Statement.