

## **Privacy Policy**

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ONE GREEN ROUTE maintains this website in order to provide you with information about our work, and to enable you to interact with us, online.

This policy describes ONE GREEN ROUTE's

treatment of information you provide through our website. **YOUR USE OF THE WEBSITE CONSTITUTES YOUR AGREEMENT TO THE TERMS AND CONDITIONS OF THIS POLICY.**

ONE GREEN ROUTE's website has several features. In addition to providing visual and descriptive details of our design work and how we help your business, the website provides you with the opportunity to take action and contact ONE GREEN ROUTE directly via email or telephone.

We encourage you to read the entire policy as it sets forth our understanding with you when you visit our website.

### ***A. Do I have to submit any personal information in order to visit the URBAN RIVER CREATIVE website?***

We do not ask you to submit any such personal. However, if you wish for ONE GREEN ROUTE to contact you upon the submission of an online contact form we will require a minimum amount of your contact information. This will be signified by an asterix (\*) next to each form text box that is required.

### ***B. What are "cookies," and does the ONE GREEN ROUTE website use "cookies"?***

A "cookie" is a small piece of data that is sent to your browser from a web server and is stored on your computer's hard drive. ONE GREEN ROUTE does use cookies, however these cookies are to enable user of our site to choose which information panels are open or closed during their visit. It is not essential for cookies to be enabled to use this site.

### ***C. Does ONE GREEN ROUTE ever collect personal information, such as my name, postal address or credit card information, through its website?***

Personal information will only be collected from individuals wishing to make contact with URBAN RIVER CREATIVE via our online contact form.

### ***D. How is personal information used by ONE GREEN ROUTE?***

Unless specified for a specific purpose for which you agree e.g. to receive our proposed newsletter, we will not use personal information for any other purpose.

### ***E. Does ONE GREEN ROUTE share personal information with third parties?***

NO.

### ***F. Does ONE GREEN ROUTE ever change its website policies?***

From time to time, ONE GREEN ROUTE may add features or services to our website. This may include collecting different types of information and/or changing the uses of the information. In these instances, we will endeavour to edit this policy in a timely fashion to explain the new practices.

PLEASE check these policies occasionally to find out if there are any changes (there is a date of publication at the top). If we make substantial changes in our website

policies, we will try to include

an announcement on our homepage

and elsewhere so that you will know to look for the revised

policy.

### ***I. Who do I contact with questions or comments about the privacy policy?***

If you have any questions about our privacy policy, please feel free to contact us at the address highlighted on the contacts pages of our website.