

## Privacy Policy

**Purpose.** The purpose of this Privacy Policy is to tell you what information we gather on this website, with a home page located at [fiduciacomcommunity.com](http://fiduciacomcommunity.com) (the “Website”) and how we use that information. By using this Website you accept the terms of this Privacy Policy, as well as the terms set forth in our [Terms of Use](#) document. This Privacy Policy applies to the Website, which is owned and operated by the owners of Fiducia. This Privacy Policy does not apply to any other websites, and we make no representations as to the privacy practices of other websites. Also, this Privacy Policy does not apply to information we collect through methods other than this Website.

### Personal Information.

- 1 Non-Personal Information.* We may use non-personal information to help us make the Website more useful to you and for other business purposes. For example, we may tell business partners how many computers visited this Website or what pages were most popular. We may prepare reports and other materials using non-personal information. We may use Non-Personal Information for any other purpose and may share Non-Personal Information with third parties.
- 2 Personal Information.* If you submit personal information, you agree that we may keep a record of the personal information. For example, we may keep a record of your name, address, and credit card number in order to receive payment for your orders and in order to ship the orders. We also may use personal information to help us in our business, including but not limited to improving this Website and marketing and product development, or to contact you. We will share Personal Information only as required to create the business transactions you initiate, and if required to comply with a law, regulation, court order, or other legal process. Information securityWe restrict access to personal information to Council employees, contractors and agents who need to know that information in order to operate, develop or improve our services. These individuals are bound by confidentiality obligations and may be subject to discipline, including termination, if they fail to meet these obligations.

**Data integrity.** Fiducia processes personal information only for the purposes for which it was collected and in accordance with this Privacy Policy. We review our data collection, storage and processing practices to ensure that we only collect, store and process the personal information

needed to provide or improve our services or as otherwise permitted under this Policy. We take reasonable steps to ensure that the personal information we process is accurate, complete, and current, but we depend on our users to update or correct their personal information whenever necessary.

**What happens if the privacy policy changes?** We may change this Privacy Policy at any time and for any reason. If we change this Privacy Policy we will post the changes on the Website. You agree to any such changes as we may post in the future.

**What about privacy on other sites?** This Website may contain links to other websites. We provide these links for your convenience, but we do not review, control, or monitor the privacy practices of websites operated by others. We are not responsible for the performance of these sites or for your business dealings with them. Your use of other websites is subject to the terms and conditions of those websites, including the privacy policies of those websites. Visitors from outside the United States You understand and agree that your Non-Personal Information and Personal Information are being sent to a business located in the United States and may pass through servers located in the United States. You consent to this transfer of your information as well as the processing, use, and sharing of your information as described I this Privacy Policy. Access The Council may deny access to the site to anyone at anytime.

**Security.** Your information is stored on servers located in the United States. We and our agents who help us with hosting and security use a number of physical, electronic, and procedural safeguards to help protect your information. However, there is no such thing as perfect security. You agree that we are not responsible for the unlawful actions of third parties.

**Effective Date.** The Effective date of this Privacy Policy is October 22, 2014.

### **How to contact us**

If you have questions or comments about this Privacy Policy, please send an email to [info@fiduciacommunity.com](mailto:info@fiduciacommunity.com) or send us a letter to the following address: Fiducia, 4612 Roxbury, Irvine, CA 92604