

## **Gorham Tel-Com Privacy Policy**

Gorham Tel-Com is committed to protecting your privacy. This policy applies to our website and governs data collection and usage. Please review the privacy policy whenever you visit the site to make sure you understand how any information you provide will be used. The policy may change, but the changes will only apply to activities and information on a going forward basis. By using our website, you are accepting the practices described in this privacy policy.

### **Collection of your Personal Information**

We may collect personally identifiable information, like names, postal addresses, email addresses, etc., when voluntarily submitted by our visitors. We also may collect anonymous demographic information, which is not unique to you, such as your ZIP code, age, gender, preferences, interests and favorites. The information you provide is used to fulfill your specific request, unless you give us permission to use it in another manner, for example to add you to one of our mailing lists. There is also information about your computer hardware and software that may be collected. This information can include: your IP address, browser type, domain names, access times and referring Web site addresses. This information is used for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of our web site.

We encourage you to review the privacy statements of Web sites you choose to link to from Gorham Tele-Com so that you can understand how those Web sites collect, use and share your information. Gorham Tel-Com is not responsible for the privacy statements or other content on Web sites outside of our Web sites.

### **Use of your Personal Information**

Gorham Tel-Com does not sell, rent or lease its customer lists to third parties. We may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. In those cases, your unique personally identifiable information (e-mail, name, address, telephone number) is not transferred to the third party. In addition, we may share data with trusted partners to help us perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to us, and they are required to maintain the confidentiality of your information.

### **Use of Cookies/Tracking Technology**

The Site may use cookie and tracking technology depending on the features offered. A cookie is a text file that is placed on your hard disk by a Web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you and can only be read by a web server in the domain that issued the cookie to you. Cookie and tracking technology are useful for gathering information such as browser type and operating system, tracking the number of visitors to the Site, and understanding how visitors use the Site. Cookies can also help customize the Site for visitors. Personal information cannot be collected via cookies and other tracking technology, however, if you previously provided personally identifiable information, cookies may be tied to such information. We may share aggregate cookie and tracking information with third parties.

You have the ability to accept or decline cookies. Most Web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of the Gorham Tel-Com services or Web sites you visit.

### **Distribution of Information**

We may share information with governmental agencies or other companies assisting us in fraud prevention or investigation. We may do so when: (1) permitted or required by law; or, (2) trying to protect against or prevent actual or potential fraud or unauthorized transactions; or, (3) act under exigent circumstances to protect the personal safety of users of Gorham Tel-Com, or the public.

### **Commitment to Data Security**

Your personally identifiable information is kept secure. Only authorized employees, agents and contractors (who have agreed to keep information secure and confidential) may have access to this information. All customers have the ability to opt out of further mailings and newsletters.