

Take 5 Bodywork's Privacy Policy

1. What information do we collect?

We collect information from you when you register on our site, place an order, schedule an appointment, subscribe to our newsletter, respond to a survey, or fill out a form. When ordering or registering on our site, as appropriate, you may be asked to enter your name, email address, mailing address, phone number, credit card or Paypal information. Much of this information is optional and will so be indicated. You may, however, visit our site anonymously.

2. What do we use your information for?

Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other party, for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product or service requested.

Any of the information we collect from you may be used in one of the following ways:

- To personalize your experience. Your information helps us to better respond to your individual needs.
- To improve our website. We continually strive to improve our website offerings based on the feedback and information we receive from our users.
- To improve customer service. Your information helps us to more effectively respond to your customer service requests and support needs.
- To administer a contest, promotion, survey, rewards program, or other site feature.
- To process transactions, including appointment scheduling and gift certificate purchases.
- To send you periodic emails. The email address you provide for order processing or contacting us may be used to send you information and updates pertaining to your order or enquiry, in addition to receiving occasional company news, updates, related product or service information, etc. Once added to our mailing list, you will have the ability to unsubscribe at any time from receiving future emails by clicking on a link or following detail unsubscribe options found at the bottom of each email.

3. How do we protect your information?

We implement a variety of security measures to maintain the safety of your personal information when you enter, submit, or access your personal information including but not limited to when you place an order, schedule an appointment, or post an enquiry. We offer the use of a secure server. All supplied sensitive/credit information is transmitted via Secure Socket Layer (SSL) technology and then encrypted into our payment gateway providers' database, only to be accessible by those authorized with special access rights to such systems, and are required to keep the information confidential. After a transaction, your private information (credit cards, financials, etc.) will not be stored on our servers.

4. Do we use cookies? No.

5. Do we disclose any information to outside parties?

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information. This does not include trusted third parties who assist us in operating our website, conducting our business, or servicing you, so long as those parties agree to keep this information confidential. We may also release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others' rights, property, or safety.

6. Third party links

Occasionally, at our discretion, we may include links or offer third party products or services on our website. These third party sites have separate and independent privacy policies. We therefore have no responsibility or liability for the content and activities of these linked sites. Nonetheless, we seek to protect the integrity of our site and welcome any feedback about these sites.

7. Do we comply with the California Online Privacy Protection Act?

Yes. As part of the California Online Privacy Protection Act, all users of our site may make any changes to their information at anytime by logging in at <https://take5bodywork.fullslate.com/login> and accessing "My Profile." Email recipients have the option to update their subscription preferences via a link usually found at the bottom of the email.

8. Changes to our Privacy Policy

If we decide to change our privacy policy, we will post these changes on this page. This policy was last modified on *June 1, 2013*.

9. Your consent: By using our site, you consent to our privacy policy.