



PRIVACY STATEMENT – LAST UPDATED JANUARY 2018.

Quinte Computer Services Ltd. (referred to as QCS for this Privacy Statement) is committed to ensuring the privacy and confidentiality of all visitors to our websites, their interactions with our organization and our sales and marketing activities.

We have been providing confidential, secure services since 1974 to clients located worldwide.

Accountability.

QCS' Privacy Officer is its President and can be reached by **MAIL**: Attention Privacy Officer, Quinte Computer Services Ltd., 141 William Street, Belleville, Ontario, Canada, K8N 3J8.

Consent to Collection and Use of Personal Information

You may choose to share your personal information with us so that we can respond to your requests, to provide you with services or to participate or consent to be part of our marketing and sales campaigns. If you tell us that you do not want us to use your information to make further contact with you beyond fulfilling your request, we will respect your wishes. If circumstances require us to keep your information longer than that, we will notify you. You may opt out by following the Opt-Out instructions in this Privacy Statement.

For our web site visitors QCS may collect personal information on its Contact Us pages including Name, Email Address, Subject and Message fields based on the information submitted by the user. Submission of this data using our Contact Us form constitutes your consent that the information will be collected and transmitted to employees of QCS so that we may respond. The personal information collected will only be used for the purposes of responding to your request.

For all other methods of collecting personal information on our web sites or as part of any sales or marketing campaigns or for any other reason, QCS will obtain consent from the individual before collecting the data.

QCS may use cookies and other methods to log your visits to our web sites which may obtain certain information such as your IP address, method of access, browser details, access time, duration of access, referring website addresses and the pages that you view within our sites and other actions that you have taken on our websites. This information is stored on secured servers and is only accessible by authorized QCS personnel.

Access to Personal Information

QCS employees may access collected personal information in order to respond to a question, correct a problem, enhance a software application, as directed by legal authorities or in special circumstances as directed by authorized QCS employees.

QCS does not sell or trade any personal information with third parties.



Use of Third Party Support Services and Value-Added Service Providers

We occasionally hire or work with other companies to provide limited services on our behalf, including technical support for hardware and software issues and for providing services to support our customer requirements and our operations. We will only provide those companies the information they need to deliver their service and they are prohibited from using that information for any other purpose.

Safeguarding Personal Information

QCS takes the security and privacy of personal information very seriously. If the information is collected in a non-digital format then that data is stored in locked physical filing cabinets or secured rooms. Our digital storage security includes commercially feasible industry standard strategies including firewalls, encryption, intrusion detection and restricted access to computers.

QCS does not sell or trade any personal information with third parties.

Storage of your Information.

Unless otherwise expressly stated by QCS, your information may be stored and processed in Canada, the United States of America or any other country in which QCS or its affiliates, subsidiaries or agents maintain facilities, and by using this site, you consent to any such transfer of information outside of your country.

QCS may disclose your personal information if required to do so by law or in the good-faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on QCS or the site; (b) protect and defend the rights or property of QCS and its Web sites, equipment and facilities, or (c) act in urgent circumstances to protect the personal safety of QCS employees, users of QCS products or services, or members of the public.

Opt-Out Policy.

We will not retain personal information longer than necessary to fulfill the purposes for which it is processed, including the security of our processing complying with legal and regulatory obligations (e.g. audit, accounting and statutory retention terms), handling disputes, and for the establishment, exercise or defense of legal claims in the countries where we do business. You must contact us by mail to the Privacy Officer as indicated in this Privacy Statement if you no longer want your information to be kept by us. If circumstances require us to keep it longer than that, we will notify you.

Enforcement of this Privacy Statement

If you have questions regarding this statement, you should contact Privacy Officer as indicated in this Privacy Statement.