

## **4 Men and a Lady Pty Ltd Privacy policy**

### **What type of information do we collect?**

*We receive information you enter on our website or provide us in any other way. We may use software tools to measure and collect session information, including page response times, length of visits to certain pages, page interaction information, and methods used to browse away from the page. We also collect personally identifiable information (including name, email, password, communications); comments, feedback, product reviews, recommendations, and personal profile.*

### **How do we collect information?**

*When you conduct a transaction on our website, as part of the process, we collect personal information you give us such as your name, address and email address. Your personal information will be used for the specific reasons stated above only.*

### **Why do we collect such personal information?**

*We collect such Non-personal and Personal Information for the following purposes:*

- 1. To provide and operate the Services;*
- 2. To provide our Users with ongoing updates about the site services;*
- 3. To be able to contact our Visitors and Users with general or personalized service-related notices and promotional messages;*
- 4. To create aggregated statistical data and other aggregated and/or inferred Non-personal Information, which we may use to provide and improve our respective services;*
- 5. To comply with any applicable laws and regulations.*

### **How do we store, use, share and disclose your site visitors' personal information?**

*4 Men and a Lady Pty. Ltd. is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to provide information about our books and re-direct you to sites where they can be purchased. These sites are subject to their own Privacy Policies and 4 Men and A Lady have no responsibility for other's Privacy Policies when our site visitors are re-directed. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.*

How do we communicate with your site visitors?

*We may contact you to notify you regarding updates on events, upcoming books or services, to poll your opinions through surveys or questionnaires, or as otherwise necessary to contact you For these purposes we may contact you via email only.*

### **How do we use cookies and other tracking tools?**

We may track personal information through the use of cookies. The following table provides the types of cookies present on our website.

Cookie name	Life span	Purpose
svSession	Permanent	Creates activities and BI
hs	Session	Security
incap_ses_ \${Proxy-ID}_ \${Site-ID}	Session	Security
incap_visid_ \${Proxy-ID}_ \${Site-ID}	Session	Security
nlbi_{ID}	Persistent cookie	Security
XSRF-TOKEN	Persistent cookie	Security
smSession	Two weeks	Identify logged in site members

It's important to note that third-party services, such as Google Analytics or other applications offered through our website, placing cookies or utilizing other tracking technologies through our services, may have their own policies regarding how they collect and store information. As these are external services, such practices are not covered by 4 Men and A Lady Pty Ltd Privacy Policy.

#### **How can our site visitors withdraw their consent?**

*If you don't want us to process your data anymore, please contact us at [jbemcnally@theadventuresofjackcarpenter.com](mailto:jbemcnally@theadventuresofjackcarpenter.com)*

#### **The Right to Data Access**

*You have a legal right to access data associated with you that is held securely by our website. All you need to do is email us at [jbemcnally@theadventuresofjackcarpenter.com](mailto:jbemcnally@theadventuresofjackcarpenter.com) and we will arrange for all data associated with you that is held by our website to be returned by email within seventy-two hours of accessing your request*

#### **The Right to be forgotten**

*You have the right to direct us to remove all of your data currently held by us from our website and internal archives completely. All you need to do is email us at [jbemcnally@theadventuresofjackcarpenter.com](mailto:jbemcnally@theadventuresofjackcarpenter.com) and we will arrange for all data associated with you that is held by our website to be deleted within seventy-two hours of accessing your request. You will receive a confirmation email when your request is completed.*

#### **Privacy policy updates**

*We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.*

#### **Questions and your contact information**

*If you would like to: access, correct, amend or delete any personal information we have about you, you are invited to contact us at [jbemcnally@theadventuresofjackcarpenter.com](mailto:jbemcnally@theadventuresofjackcarpenter.com).*