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## **Evanced Privacy Policy**

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# EVANCED SOLUTIONS, LLC.Â

## PRIVACY POLICYÂ

Last revised: May 21, 2014Â

**Scope of our Privacy Policy** Evanced Solutions, LLC (referred to herein as "Evanced," "We," "Us" or "Our") provides web-based applications, specifically related to event, meeting room, and summer reading management (the "Applications") to libraries, universities and organizations ("Customers"). Our services may include arranging off-site, third party hosting of Our Applications and associated Customer databases. We are committed to maintaining the privacy of Our Customers as well as individuals that utilize Our Applications ("Individual Users"). This Privacy Policy ("Policy") describes how We handle Customer Information (defined below) and Personal Information (defined below) of Individual Users. To the extent Our Applications call for Customers to use their own database related events, reservations or individuals, each Customer is responsible for the content, maintenance, security and control of their database. Use of Our Applications constitutes your acceptance and agreement to all terms and conditions contained in this Policy. If you do not agree with the terms and conditions in this Policy, please do not use Our Applications. This Policy does not apply to situations where an Individual User voluntarily submits content and accompanying Personal Information to Our Applications. **The Collection and Use of Personal Information** Personal Information means information which identifies an Individual User such as their name, address and telephone number. We do not collect, store or maintain a record of Personal Information, unless such information is voluntarily provided by Our Customers or Individual Users. We use this Personal Information solely to provide service and support for Our Applications and to facilitate the collection of fees. We do not sell, license, share, rent or distribute Personal Information to any third party. We may disclose Personal Information to Our staff or to the Customer or Individual User who provided it to Us, and as further set forth below. **The Collection and Use of Non-Personal Information** Non-Personal Information means information that We collect electronically which does not personally identify an Individual User. Such information includes, but is not limited to, the following: The IP address from which Our Applications were accessed; The name of the domain from which the internet was accessed; The type of browser and operating system used to access Our Applications; The date, time and duration of access; The pages, files, documents and links visited; and The internet address of the website from which Our Applications were accessed. Non-Personal Information is collected in the aggregate for purposes of generating statistical reports as well as managing and improving operations and services We offer. Non-Personal Information is not used to create user profiles or to contact Individual Users. We may collect, use, transfer, and disclose Non-Personal Information to anyone for any purpose. Non-Personal Information that is combined with Personal Information will be treated as Personal Information for as long as it remains combined. **Our Disclosure of Personal, Non-Personal or Customer Information** We may disclose Personal, Non-Personal or Customer Information to respond to legal requirements, enforce Our policies, respond to claims that content violates the rights of others or to protect anyone's rights, property, or safety. Such disclosure will be in accordance with applicable laws and regulations. **Updating Personal and Customer Information** We make reasonable efforts to maintain accurate Personal Information and Customer Information. However, We rely on Individual Users and Customers to update information as needed. Should an Individual User or Customer wish to edit or delete any information please contact Us. **Children** Most Evanced Applications are not designed to be used by children under the age of 13 ("Child" or "Children"). Individual Users under 18 years of age are advised to use Our Applications only with the involvement or permission of a parent or guardian. If We discover that Our Applications have inadvertently gathered Personal Information from a Child, We will take all necessary steps to delete the inadvertently gathered Personal Information. Some Evanced Applications are designed to be used by all ages. These Applications have tools that allow Our Customers to require parental consent before creating an Individual User account for a Child. All Evanced Applications allow Our Customers to configure the type and amount of Personal Information the

Applications collect from Individual Users. With respect to Personal Information collected from Children by Our Customers, please refer to that Customer's rules, regulations or privacy policy. **External Links** Our Applications may contain links to external websites that support Our mission and may be of interest to Our Customers and Individual Users (â€œLinked Websitesâ€•). Such Linked Websites are provided to Our Individual Users and Customers as a courtesy and for convenience only. The inclusion of Linked Websites on Our Applications does not represent Our support for, or endorsement of, any organization, or Our opinion on the product or service of any Linked Website. We are not responsible for the privacy practices, content, or accuracy of any Linked Website. We do not warrant the legality of and are not responsible for any costs which may be incurred by an Individual User or Customer using or accessing a Linked Website. We are not responsible for information collected by or from Linked Websites. We reserve the right to add or remove Linked Websites from Our Applications at any time for any reason. **Off Site Hosting Services** We may contract with third party partners (â€œService Partnersâ€•) to host Our Applications on off-site servers (â€œHostingâ€•), which may be located anywhere in the world. Such Hosting service is provided with the express agreement of Our Customer. Our Service Partners' activities are limited to Hosting Our Applications and Customer Information. Any information required to provide and maintain the Hosting service is provided on a confidential basis. Our Service Partners have no authority to sell, share, use, license, rent or distribute Personal Information, Non-Personal Information or Customer Information. In the event Our Service Partners violate Our confidentiality requirements, We may terminate Our business relationship with them and seek other available legal remedies. **Security** We have taken reasonable physical, electronic, and managerial precautions to prevent unauthorized access, alteration, disclosure, or destruction of Personal Information, Non-Personal Information and Customer Information in Our possession. We routinely review data collection, storage and process practices, security measures, and physical security to guard against unauthorized access to systems where information is stored. We are not responsible for unauthorized access, disclosure, or destruction of information on Customer servers or Service Partner servers. While no computer system is absolutely secure, We believe the measures implemented reduce the likelihood of security problems to a level appropriate to the type of data involved.

Access to Personal Information in Our possession is restricted to Our employees, contractors, and agents on a need-to-know basis to operate, develop, and improve Our Applications and services. Such employees, contractors, and agents are bound by confidentiality and subject to discipline, including termination and criminal prosecution.

We cannot guarantee the security of e-mail messages while in transit. It is possible for e-mails to be intercepted in transit by unauthorized individuals and organizations. For this reason, We discourage the transmission by email of any information deemed sensitive.

Files requested or downloaded from Our Applications may contract a virus and become corrupted before they reach a Customer or Individual User's computer. We are not responsible for files that have become corrupted while being downloaded from Our website. **Cookies** Our Applications use Cookies. Cookies are small text files that streamline navigation of Our Applications, log user preferences to better facilitate a user's next visit, and facilitate use of interactive features on Our Applications. We treat information collected by Cookies as Non-Personal Information, except to the extent local law considers the information collected to be Personal Information.

Certain features of Our Applications may require Cookies to be active to function properly. When Cookies are deactivated, such features may not be available. Users may block or disallow Cookies and still gain access to some features of Our Applications. **Modifications to this Policy** We may modify this Policy at any time, in our sole discretion. We will post a revised version of this Policy at <http://evancedsolutions.com/privacy-policy/>. If the modifications are significant, We will provide a more prominent notice (including, in certain instances, e-mail notification of Policy modifications). Continued use of Our Applications or services following any modification to this Policy will constitute acceptance of and agreement to be bound by any modifications to this Policy. If you do not accept or agree to the modifications, your sole and exclusive remedy is to stop using

the Applications or services. Each version of this Policy will be identified at the top of the page by its "Last Revised" date, and We will retain copies of prior versions of this Policy in Our archive. **Contact** If you have any comments or questions regarding this Policy, please contact Us at:

Evanced Solutions, LLC.

E-mail 1: [sales@evancedsolutions.com](mailto:sales@evancedsolutions.com)

E-mail 2: [support@evancedsolutions.com](mailto:support@evancedsolutions.com)

Web: [www.evancedsolutions.com](http://www.evancedsolutions.com)

**Custom Fields Applicable To:** All Users**Attachments:** No**Summary:** privacy policy

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