



## **Privacy Notice**

We at [mymichigancity.com](https://mymichigancity.com) understand the importance of your privacy. We recommend you read the following information provided to summarize our practices for gathering and using information obtained through this web site. Our privacy statement exemplifies our commitment to your privacy and to the confidentiality and security of the information obtained from you on our site.

This privacy notice discloses the privacy practices for <https://mymichigancity.com>. This privacy notice applies solely to information collected by this website. It will notify you of the following:

1. What personally identifiable information is collected from you through the website, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security procedures in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.

## **Information Collection, Use, and Sharing**

We are the sole owners of the information collected on this site. We only have access to/collect information that you voluntarily give us via email or other direct contact from you. We will not sell or rent this information to anyone.

We will use your information to respond to you, regarding the reason you contacted us. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request, e.g. to ship an order.

Unless you ask us not to, we may contact you via email in the future to tell you about specials, new products or services, or changes to this privacy policy.

We request information from you on our order form. To buy from us, you must provide contact information (like name and shipping address) and financial information (like credit card number, expiration date). This information is used for billing purposes and to fill your orders. If we have trouble processing an order, we'll use this information to contact you. Your information financial information is not retained nor will it be used for any other purpose except filling your order.

Occasionally, we may distribute surveys asking questions of interest regarding our site, our company, and/or our products/services. Again, these instruments may request general demographic information about you, your interests, and your online shopping habits. Our affiliates and/or agents may use this information to better tailor our site, current and future product/service offerings, and promotional

opportunities. For further follow-up with you, contact information you have provided may be used to contact you.

### **Cookies**

We use "cookies" on this site. A cookie is a piece of data stored on a site visitor's hard drive to help us improve your access to our site and identify repeat visitors to our site. For instance, when we use a cookie to identify you, you would not have to log in a password more than once, thereby saving time while on our site. Cookies can also enable us to track and target the interests of our users to enhance the experience on our site. Usage of a cookie is in no way linked to any personally identifiable information on our site.

### **Your Access to and Control Over Information**

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us via the email address or phone number given on our website:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

### **Security**

We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way. You can verify this by looking for a lock icon in the address bar and looking for "https" at the beginning of the address of the Web page.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example, billing or customer service) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

### **Third Party Websites**

As this web site contains references and links to other sites, mymichigancity.com is not responsible for the legal or privacy practices of these sites, nor are we responsible for the content on these sites.

**If you feel that we are not abiding by this privacy policy, you should contact us immediately email at [support@emichigancity.com](mailto:support@emichigancity.com).**