



This privacy notice discloses the privacy practices for www.stepstoneconnect.com. This privacy notice applies solely to information collected by this web site.

It will notify you of the following

- What personally identifiable information is collected from you through the website, how it is used and with whom it may be shared.
- What choices are available to you regarding the use of your data.
- The security procedures in place to protect the misuse of your 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
- Unless you ask us not to, we may contact you via email in the future to tell you about services and/or changes to this privacy policy.

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
 - 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 closed lock icon at the bottom of your web browser, or 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.

If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone at 435-496-4134 or via email at info@stepstoneconnect.com.