

PRIVACY POLICY

This Privacy Policy of Topaz Sales Consulting, LLC (“TSC”) covers the collection, use, and disclosure of personal information that may be collected by TSC anytime you interact with TSC, such as when you visit our web site, when you purchase TSC’s products and services online or in one of our offices, or when you call our sales or support associates (collectively the “Services”). Please take a moment to carefully read the following to learn more about our information practices, including what type of information is gathered, how the information is used and for what purposes, to whom we disclose the information, and how we safeguard your personal information. Your privacy is a priority at TSC, and we go to great lengths to protect it.

1. Reasons TSC Collects Personal Information

We collect your personal information in order to verify your identity and authorization to access the Services.

Additionally, we collect your personal information because it helps us deliver a superior level of customer service. It enables us to personally give you convenient access to our products and services and focus on categories of greatest interest to you. In addition, your information helps us keep you posted on the latest product announcements, special offers, and events that you might like to hear about.

If you do not want TSC to keep you up to date with our news and the latest information on our products and services, click the unsubscribe link in our newsletter.

2. Information TSC Collects and How the Information May be Used

There are a number of situations in which your personal information may help us give you better products. For example, when you interact with TSC, we may collect personal information relevant to the situation, such as your name, mailing address, phone number, email address, and contact preferences; your credit card information and information about TSC products you use.

We also collect information for market research purposes — such as your occupation and where you use your Company products—to gain a better understanding of our customers and thus provide more valuable service.

We collect information regarding customer activities when using our Services. This helps us to determine how best to provide useful information to customers and to understand which parts of the Services are of most interest to them.

We may use personal information to provide new products or services that you have requested as well as for auditing, research, and analysis to improve our Services.

This information may be shared with third parties or in special circumstances as described elsewhere in this policy.

3. Your User ID and Related Information

Our Services allow you to create a User ID based on your personal information. This convenient service saves you time and allows for easier use of our Services. In order to create your User ID, you will need to create a personal profile by providing your name and email address, and in some cases your mailing address and phone number. The system saves the information in your personal profile and assigns you your own unique personal User ID which you can use when accessing the Services.

4. Publicly Displayed Information is Public

If you use a bulletin board or chat room provided in our Services, you should be aware that any information you share may be visible to other users. Personal information you submit to one of these forums can be read, collected, or used by other individuals to send you unsolicited messages. TSC is not responsible for the personally identifiable information you choose to submit in these forums. For example, if you choose to make information, which was previously nonpublic, available by enabling certain user features, TSC will collect that information from your interaction and the information will become publicly available.

5. When TSC Discloses Your Information

TSC takes your privacy very seriously. TSC does not sell or rent your contact information to other marketers.

To help us provide superior service, your personal information may be shared with affiliates who will take steps to safeguard it in accordance with our privacy policy.

There are also times when it may be advantageous for TSC to make certain personal information about you available to companies that TSC has a strategic relationship with or that perform work for TSC to provide products and services to you on our behalf. These companies may help us process information, fulfill customer orders, deliver products and services to you, manage and enhance customer data, provide customer service, assess your interest in our products and services, or conduct customer research or satisfaction surveys. In such situation these companies are prohibited from using your personal information for any unauthorized purposes and are also obligated to protect your information in accordance with TSC's policies, except if we inform you otherwise at the time of collection. Without such information being made available, it would be difficult for you to purchase products, have products or services delivered to you, receive customer service, provide us feedback to improve our products and services, or access certain services, offers, and content in our Services.

TSC may take the personal information we receive from individuals responding to our customer surveys and combine (or aggregate) it with the responses of other customers we may have, to create broader, generic responses to the survey questions (such as gender, age, residence, hobbies, education, employment, industry sector, or other demographic information). TSC then uses the aggregated information to improve the quality of its services to you, and to develop new services and products. This aggregated nonpersonally identifying information may be shared with third parties.

We also reserve the right to disclose your personal information for any reason if, in our sole discretion, we believe that it is reasonable to do so, including credit agencies, collection agencies, merchant database agencies, law enforcement, litigation or to satisfy laws, such as the Electronic Communications Privacy Act, the Child Online Privacy Act, regulations, or governmental or legal requests for such information. We may also disclose personal information that is necessary to identify, contact, or bring legal action against someone who may be violating our contracts, policies and procedures. Finally, we may also disclose information about you if we determine that for national security, law enforcement, or other issues of public importance, disclosure is necessary.

6. Integrity of Your Personal Information

TSC has safeguards in place to keep your personal information accurate, complete, and up to date for the purposes for which it is used. You always have the right to access and correct the personal information you have provided and can help us ensure that your contact information and preferences are accurate, complete, and up to date by contacting us at info@topazsalesconsulting.com.

7. Privacy of Children

Protecting children's privacy is especially important to us. We do not knowingly collect personal information from children under 13 for marketing purposes, but because some information is collected electronically, it can appear to be the personal information of TSC purchaser of the product and will be treated as such by this privacy policy. If a child under 13 submits personal information to TSC and we learn that that personal information is the information of a child under 13, we will attempt to delete the information as soon as possible. It is our policy to comply with the Children's Online Privacy Protection Act of 1998 and all other applicable laws. Therefore, we restrict our web site to persons 18 years or older.

YOU MUST BE EIGHTEEN (18) YEARS OR OLDER TO ACCESS TSC'S WEBSITE AND SERVICES. IF YOU ARE UNDER EIGHTEEN YEARS OF AGE, YOU ARE NOT PERMITTED TO ACCESS TSC'S WEB SITE OR SERVICES FOR ANY REASON. DUE TO THE AGE RESTRICTIONS FOR USE OF TSC'S WEBSITE AND SERVICES, NO INFORMATION OBTAINED THROUGH TSC'S WEBSITE OR SERVICES FALLS WITHIN THE CHILDREN'S ONLINE PRIVACY PROTECTION ACT OF 1998 AND IS NOT MONITORED AS DOING SO.

8. Cookies and Other Technologies

Our Services may use "cookies" and other technologies to help us understand which parts of our Services are the most popular, where users are going, and how much time they spend there. We may also use cookies and other technologies to make sure that

our online advertising is bringing customers to our Services. We may use cookies and other technologies to study traffic patterns on our Services, to make it even more rewarding as well as to study the effectiveness of our customer communications. And we may use cookies to customize your experience and provide greater convenience each time you interact with us.

If, however, you prefer not to enable cookies, you may elect to disable cookies in your internet browser. Please note that certain features of our Services may not be available once cookies are disabled.

As is true of most web sites and service providers, we gather certain information automatically and store it in log files. This information includes Internet Protocol (IP) addresses, browser type, Internet Service Provider (ISP), referring/exit pages, operating system, date/time stamp, and clickstream data. We use this information, which does not identify individual users, to analyze trends, to administer the site, to track users' movements around the site and to gather demographic information about our user base as a whole. TSC will not use the information collected to market directly to that person.

In some of our communications we use a "click-through URL" linked to content on our web site. When customers click one of these URLs, they pass through our web server before arriving at the destination web page. We track this click-through data to help us determine interest in particular topics and measure the effectiveness of our customer communications. If you prefer not to be tracked simply avoid clicking text or graphic links in the email.

In addition, we use pixel tags—tiny graphic images—to tell us what parts of our web site customers have visited or to measure the effectiveness of searches customers perform on our site. Pixel tags also enable us to send email messages in a format customers can read. And they tell us whether emails have been opened to ensure that we are sending only messages that are of interest to our customers. We may use this information to reduce or eliminate messages sent to a customer. We store all of this information in a secure database.

9. Commitment to Your Privacy

As we said, TSC takes protecting your privacy very seriously. To make sure your personal information is secure, we communicate these guidelines to our employees and strictly enforce privacy safeguards within TSC. In addition, TSC supports industry initiatives to preserve privacy rights on the Internet and in all aspects of electronic commerce.

10. Links to Sites of Other Companies

Our Services may contain links to the sites of other companies. We are not responsible for their privacy practices. We encourage you to learn about the privacy policies of those companies.

11. Further Questions Regarding Privacy

If you have questions or concerns about TSC's Privacy Policy or data processing, please contact by email at: info@topazsalesconsulting.com, and TSC's Data Controller will respond to your inquiry.

If you do not want TSC to keep you up to date with company news and the latest information on our services, contact TSC at info@topazsalesconsulting.com and we will update your personal contact information and preferences. Naturally, if you notify us that you do not want us to use your information for a particular purpose, we will not do so.

12. Effective Date; Updates to Privacy Policy

The terms and conditions in this Privacy Policy are effective as of 3/12/2020. TSC reserves the right to revise, amend, or modify this policy at any time and in any manner. When we change the policy in a material way a notice will be posted through our Services along with the updated Privacy Policy. Your use of the Services after such changes are implemented constitutes your acknowledgement and acceptance of these changes. Please consult this privacy statement prior to every use for any changes.