## Visitor information collected on docutracinc.com

Our web server automatically attempts to collect general, non-personally identifiable information. Examples of this type of information include the visitor's domain name, which pages the user visits, and from which site he/she came.

Additionally, we collect information when a visitor fills out a form on our site. Examples include software evaluation downloads and support requests. Although the site itself does not store this information, via cookie or otherwise, the information is eventually transferred to a customer management database not directly linked to our web site systems.

## How the information is used

Information generated from our Web site may be used as aggregate data or to identify individual users or segments of users. In general, DocuTrac uses information generated on the site to give customers notification of changes or updates to company products, services, to provide products, services, or support, and to identify demographics of visitors.

DocuTrac will not release, sell, barter, or trade any information, whether public or private, to any entities or individuals outside of DocuTrac, other than for the purpose of delivering the purchased product or service requested by the visitor. Credit card information is not entered, stored, or saved on the DocuTrac website. Credit Card sales are processed securely through PayPal.

We may, however, release information when we believe release is appropriate to comply with the law, or to protect DocuTrac's rights or other's rights, property, or safety.

## Visitors' control of their information

DocuTrac may choose to send information to users, such as product update notices or newsletters, at any time. If a visitor or customer wishes to unsubscribe from future emails or newsletters, we provide detailed unsubscribe instructions at the bottom of each email.

This site contains links to outside resources and DocuTrac is not responsible for the privacy practices of these external sites. DocuTrac may also include or offer third party products or services on our website. These third party sites have separate and independent privacy policies. DocuTrac is not responsible or liable for the content and activities of any third party sites.

## **Consent and Changes**

By using our site, you consent to our privacy policy.

Any changes to these policies will be reflected in this statement. If you have any questions, please contact DocuTrac, Inc. at 301 766-9397, or email: <u>info@quicdoc.com</u>

