

# **CARMEN TRANSPORTATION PRIVACY POLICY:**

Carmen Transportation is committed to protecting your privacy. Personal information submitted through web submission, E-mail, telephone, or other contact mediums is held in strict confidence, and will not be shared with third parties without express permission.

We are committed to excellence and security for every individual who visits our websites. We are required to request certain information from you in order to assess your situation and provide the most accurate answers possible to your questions. You can rest assured that your information will never be disclosed to any other site, business or individual unless you specifically request such information be disclosed.

Please read below for any additional detailed questions you may have about our policy. Please do not hesitate to contact us with any questions or concerns.

## **Obtainment and use of information:**

Two types of information may be collected when you visit any of our web sites, information that you knowingly provide us (called personally identifiable information), and information that is obtained from your visit but is not directly associated with you (called non-personally identifiable information). When you sign up to use one or more of our services, ask a question or purchase merchandise, we may specifically ask for information about you, including, but not limited to name, address, telephone number, e-mail address, or payment information. In the normal course of using Carmen Transportation's web sites we may collect information about your habits and usage of our sites. This non-personally identifiable information is collected without any direct association with you specifically.

## **Third party sites:**

Sometimes Carmen Transportation's web sites may contain links to various other sites not owned and operated by Carmen Transportation. While we encourage other site developers to adopt privacy policies that build user's trust and confidence, we are not responsible for the privacy practices or the content of web sites either linked to our sites or to which we link. Visitors should consult the other sites' privacy policies, as we have no control over the information that is submitted to, or collected by, these third parties.

## **Cookies:**

Cookies are small text files that may be placed on your computer's hard drive by our servers to identify your computer. We may use cookies to recognize you when you visit our sites, to personalize your experience and generally to serve you better. For example, if you enter your name, address, telephone number, email address, zip code or other personally identifiable information on one of our forms, such information may be, but is not necessarily always, stored in a cookie so you do not have to enter this information again.

## **Information access and disclosure:**

Agents, employees and contractors of Carmen Transportation, who have access to personally identifiable information, are required to protect this information in a manner that is consistent with this Privacy Policy and the high standards of the company. Information about you specifically will not be used for any purpose other than to carry out the services you requested from Carmen Transportation and its affiliates.

We will not sell or rent your personally identifiable information to anyone at any time without your prior permission, except as disclosed below. We will not use any personal information beyond what is necessary to assist us in delivering to you the services that you have requested.

1. We have your consent to share the information
2. We need to share your information in order to provide the product or service you have requested
3. We are required to do so by law, for example, in response to a court order or a subpoena.

We routinely use the non-personally identifiable information that we collect to improve the design and content of our sites and to enable us to personalize your Internet experience. We also may use this information to analyze site usage, as well as to offer products, programs, or services to you or other users like you.

## **E-mail addresses:**

Based upon the personally identifiable information you provide us through [www.carmentransportation.com](http://www.carmentransportation.com), we may send you a confirmation email letting you know that we received your information successfully. We will also communicate with you in response to your inquiries, to provide services you request, and to manage your account. We will communicate with you by email or telephone in accordance with your wishes.

## **Dedication to security:**

We have put in place appropriate physical, electronic, and managerial procedures to safeguard and help prevent unauthorized access, maintain data security, and correctly use the information we collect via the Internet. We do not sell, trade, or rent your personal information in any way and at any time without your prior knowledge and permission.