

# CADtoWIN Privacy Policy:

## Privacy Statement

Below you will find information concerning visits to and the use of CADtoWIN websites. CADtoWIN, its subsidiaries and affiliates ("CADtoWIN"), are sensitive to privacy issues on the Internet and recognizes the importance of safeguarding all information we receive from you. This Privacy Statement applies to data provided by you and collected by CADtoWIN through its websites as well as both online and offline services. We will use the provided information in the course of our dealings with you to process requests and orders and to provide a more personalized internet and online buying or ordering experience. CADtoWIN will ensure that all personal information is treated in accordance with the applicable data privacy legislations. For your information, we have provided this statement explaining our online information practices.

## Collection of your personal information

In general, you are able to visit CADtoWIN 'websites without revealing who you are or any information about yourself. However, our web servers will collect information (standard information that your browser sends to every website visited) for statistical purposes, such as the number of visits, the pages viewed, which website you came from before clicking into the CADtoWIN website, the key words used to find our site, your IP-address, the browser type and language, access time, etc. CADtoWIN uses this information for improving its sites and services. When visiting certain CADtoWIN sites (such as CADtoWIN online payment sites) we ask you to consent to providing personal information, such as your email address, name, telephone number, etc. This information is required in order for us to process and fulfil your order and otherwise provide you with the information and services you may request from us. This information will therefore be kept by us as long as is necessary for us to use your information as described above or to comply with our legal obligations (including fraud prevention, anti-money laundering and sanction screening). For security reasons we also keep the IP-address used when the order is registered. Card holder name information is stored by CADtoWIN in order to ensure effective handling of any problems regarding charging, cancellations and/or credits. At no time will other credit card information, such as the Primary Account Number, Service Code and Expiration date be stored by CADtoWIN. Personal information collected on CADtoWIN sites and services may, in compliance with applicable laws and regulations, be stored and processed in any country in which CADtoWIN or its subsidiaries maintain facilities.

For any and all Consulting or Services that are commissioned in person or otherwise, we retain your contact information and other relevant information required to fulfil our duties as commissioned by Privacy Policy / CADtoWIN and you. We will use this information to maintain contact with you for the purposes of keeping you abreast of valuable updated information pertaining to goods and services purchased through CADtoWIN, for as long as the relationship is deemed to be required.

## Security of your personal information

CADtoWIN has a number of security measures in place to protect your personal information. However, when transmitting personal information over the internet, please bear in mind that no transmission over the internet can ever be guaranteed secure. Therefore, please note that CADtoWIN cannot guarantee the security of any personal information that you transfer over the internet to us.

## Cookies

We may also use technologies, such as cookies, to collect information about the pages you view, the links you click and other actions you take on our sites and services. A cookie is a small text file that is placed on your hard disk by a web page server. Cookies contain information that can later be read by a web server in the domain that issued the cookie to you. Cookies cannot be used to run programs or deliver viruses to your computer. You have the ability to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if preferred.

## Other sites

CADtoWIN' websites may contain links to other sites. Although we try to link only to sites that share our high standards and respect for privacy, we are not in any way responsible for the content of the privacy practices employed by other sites.

## Changes to this privacy statement

This privacy policy may be changed by us at any time. The revised policy will be posted on the <https://www.cadtowin.com/PrivacyPolicy.pdf> so that you are always aware of the information we collect, how we use it, and under which circumstances we disclose it. We encourage you to periodically review this statement to know how CADtoWIN is protecting your information.

## Contact

Questions, comments and requests regarding this Privacy Policy are welcomed and should be addressed to CADtoWIN at [info@cadtowin.com](mailto:info@cadtowin.com)