



## Privacy Policy

We at Lithocolor have created a direct mail and email privacy policy to demonstrate our firm commitment to your privacy and the protection of your information.

### **Why did you receive direct mail or email from us?**

If you received mail or an email from us your information has been supplied to us by a client or is either listed with us or our client as someone who has expressly shared their address for the purpose of receiving information in the future ( "opt-in"), or you have registered or purchased or otherwise have an existing relationship with us or our client. We recognize your time is limited and valuable and we make every effort to respect your participation by controlling the timing and frequency of our mailings.

### **How we protect your privacy.**

We use security measures to protect against the loss, misuse and alteration of data used by our system.

### **Sharing and usage.**

We will never share, sell, or rent individual personal information with anyone without advance permission or unless ordered by a court of law. Information provided or submitted to us is only made available to our employees managing this information for purposes of contacting you or sending you mail or emails based on your request for information and occasionally to our contracted service providers for purposes of providing services relating to our communications with you.

### **How can you stop receiving email from us?**

Each email sent contains an easy, automated way for you to cease receiving email from us, or to change your expressed interests. If you wish to do this, simply follow the unsubscribe instructions at the end of any email.

If you have received unwanted, unsolicited email sent via our system or purporting to be sent via our system, please forward a copy of that email with your comments to [deployments@lithoclr.com](mailto:deployments@lithoclr.com) for review.

### **Privacy Policy Changes**

This policy was created on July 7, 2014.