

Purpose

COMPANY has created this privacy statement in order to demonstrate our firm commitment to privacy. The following discloses our information gathering and dissemination practices for COMPANY websites, including msoutlookonline.net and all sub-domains under these domains as well as any applications used to access our hosting services.

Scope

This privacy statement only covers the information collected on COMPANY'S web sites. The COMPANY'S web sites contain links to other sites. COMPANY is not responsible for the privacy practices, actions, or the content of such web sites.

Children's Guidelines

COMPANY requires that all account holders be 18 years of age or older. Children are not provided access to any COMPANY services in which any personal data is collected beyond the collection of a visitor's IP address and session status.

If COMPANY becomes aware that any child has accessed COMPANY'S non-publicly available web sites, the account through which the child has gained access will be terminated.

No information should be submitted to or posted at COMPANY web sites by persons under 13 years of age. COMPANY does not knowingly collect personal information from children under the age of 13. All COMPANY services are open only to persons over the age of 18.

If you believe COMPANY has collected any information from or about anyone under 13, please contact us immediately.

Information Collection

Our web sites use on-line order forms for customers to request services. Through these order forms we collect your contact information and financial information. Your contact information from the order forms is used to contact you regarding the status of your account and to send you information about COMPANY services available. Financial information that we collect from you is used to bill you for your COMPANY account services.

COMPANY web sites also log IP addresses and other user session information to help diagnose problems with our servers, to administer and improve our web sites, to facilitate marketing of COMPANY products, and to gather broad demographic and statistical information.

Cookies

COMPANY web sites use cookies to retain your session state during your logon to the applications used to access our hosting services. You may opt out of the use of cookies by turning them off in your web browser. However, the use of cookies is necessary for the use of COMPANY'S application used to access our hosting services.

Public Forums

COMPANY sites make chat rooms, forums, message boards, and news groups available to its users. Please remember that any information that is disclosed in these areas becomes public information and you should exercise caution when deciding to disclose your personal information.

Information Dissemination

COMPANY will release personally identifiable information about you as is reasonably necessary for the provision of COMPANY services for which you have subscribed. This includes, but is not limited to:

- provision of financial information to organizations such as VeriSign, PaymenTech, Signio and CyberCash for COMPANY billing purposes,

- provision of contact and software usage information to our software license providers for the purpose of software licensing compliance, licensing usage calculation, and billing purposes
- provision of your account information to independent contractors providing services in support of COMPANY'S delivery of services to you. (Note: all independent contractors to whom COMPANY provides account information are required to sign a non-disclosure agreement).
- transfer information that you provide to apply for separate software licenses through COMPANY such as Miva Merchant. The information you provide to COMPANY to apply for separate software licenses or directly to the software licensor will be subject to the privacy policy of the licensor and not this Privacy Policy.

In addition, COMPANY may release personally identifiable information necessary for the prosecution or defense of any legal claim or right to which COMPANY is a party. COMPANY will also release personally identifiable information as required by law.

Security

COMPANY'S web sites have security measures in place to protect against the loss, misuse, or alteration of the information under our control. Your contact and financial information is submitted via a secure (HTTPS) connection and stored in the COMPANY database protected by a firewall. Access to your information is restricted to authorized COMPANY personnel and contracting partners only.

Contacting the Web Sites, Opting-out, Deactivating Your Account

If you wish to terminate your account or opt-out of receiving communications from COMPANY which are not reasonably necessary for the provision of services to you, please contact COMPANY. You may also revise your contact and financial information or terminate your account through the applications used to access our hosting services.

If you have any questions about this privacy statement, the privacy practices of our web sites, or your dealings with COMPANY'S web sites, you may contact us.

Updates to Privacy Policy

COMPANY reserves the right to change these policies at any time. Any changes to the privacy policy will be posted at the web sites.

Users of this site agree to be bound by the COMPANY Master Service Agreement and acceptable use policies.