# Allen Training Centers, Inc.

# Privacy Policy

Allen Training Centers, Inc. (“ATC”) is committed to protecting the privacy of your personal information. This Privacy Policy explains how ATC gathers and uses the information from ATC’s website at [www.allentrainingcenters.com](http://www.allentrainingcenters.com) (the “Website”). Amendments to this Privacy Policy may take place at any time and will always be posted on the Website. Your continued use of the Website will constitute acknowledgement of your understanding and acceptance of this Privacy Policy.

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### Information Collected

As you navigate within the Website, ATC will collect personal information about you by asking you for information about yourself like your name, address or e-mail address or by logging in using your unique username and password. This information is used to enhance your Website experience or to contact parties interested in receiving more information about ATC. Your personal information will not be sold to third-parties for any purpose.

At times, ATC may use remarketing and/or similar audiences to advertise to people who have previously visited the Website. ATC employs the use of third-party vendors, including Google, to show targeted advertisements on websites across the Internet. These third-party vendors, including Google, may use cookies to serve advertisements based on someone’s past visits to the Website.

You may opt out of ATC’s use of cookies at any time. You may also opt out of a third-party vendor’s use of cookies by visiting the Network Advertising Initiative’s “opt out” page.

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### Online Forums

ATC may provide chat rooms, forums or message boards to trainers, facilitators and customers from time to time. Please remember any information disclosed in such chat rooms, forums and message boards becomes public and exercise due caution when deciding when to reveal any personal information.

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### Outside Links

The Website contains links to other websites. ATC is not responsible for the privacy practices or the content of such websites. If you want to know the privacy policies of the other websites, please refer to the company or organization sponsoring the website.

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### Contact Us

If you have any questions about this Privacy Policy or the Website, you can contact ATC at 1-720-598-1162.

Use of Cookies

A cookie is a text file that is placed on your computer’s hard disk by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you and can only be read by a web server in the domain that issued the cookie to you.

One of the primary purposes of cookies is to provide convenient features to save you time. The purpose of a cookie is to tell a web server that you have returned to a specific page. For example, if you register yourself on a website, a cookie will help the website recall your specific information on subsequent visits. This simplifies the process of recording your personal information for web forms, billing addresses, shipping addresses, and the like. When you return to the website, the information you previously provided can be retrieved so that you can easily use the website’s features that you customized.

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 you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of the Website or other websites you visit. Click here for details regarding the removal of cookies.

The information about your computer hardware and software that is automatically collected via cookies by ATC when you access the Website may include your IP address, browser type, domain name and referring website address, and is used by ATC to help personalize your online experience, improve the operation of the Website, maintain the quality of the Website’s services, and provide general statistics regarding use of the Website. For more information about the cookies ATC uses, click here.

Scope and Use of Information Collected

Information collected by ATC from ATC’s trainers, facilitators and customers is used solely for the purposes of providing services to such trainers, facilitators and customers. ATC may engage third-party vendors for certain business-related activities and provide such vendors with relevant information to conduct these activities; any such vendors must abide by the terms of ATC.’s Vendor Confidentiality Agreement, including, without limitation, a prohibition on the (i) dissemination, (ii) sale, or (iii) use for any non-ATC-related purpose of any information provided. ATC disclaims any liability for the misuse of information by any vendor that fails to comply with the terms of ATC’s Vendor Confidentiality Agreement.

ATC will provide a summary of any information collected from a particular trainer, facilitator or customer, or delete such information upon request submitted to ATC at the following address within five (5) business days of the submission of such request:

Allen Training Centers, Inc.

11031 Sheridan Boulevard

Westminster, Colorado 80020

U.S.A.

info@allentrainingcenters.com

Except for the purposes described above, ATC does not disclose or sell information collected from trainers, facilitators or customers to any third-party. Notwithstanding the foregoing, ATC may disclose any such information in response to a lawful request from governmental authorities or law enforcement agencies.