

Sharepointhosting.com - Privacy and Security Policy

We take your privacy very seriously. Please read the following to learn more about our privacy policy.

What This Privacy Policy Is About

- This policy will tell you how Sharepointhosting.com handles personal information that Sharepointhosting.com collects and receives, including information related to your usage, both past and present, of Sharepointhosting.com products and services, including Sharepointhosting.com. Personal information can be defined as information about you including your name, company name, address, email address, and/or phone number, and that is not otherwise publicly available.
- This policy does not apply to the practices of companies that Sharepointhosting.com does not own or manage, or to individuals that Sharepointhosting.com does not employ, instruct, or manage.

Information Collection and Use

- Sharepointhosting.com collects information when you register with Sharepointhosting.com and/or Sharepointhosting.com, when you use Sharepointhosting.com products or services, and when you browse/visit Sharepointhosting.com pages.
- Upon registering, we ask for your name, email address, zip code. Once you have done this and sign in to our services, you are no longer anonymous to Sharepointhosting.com.
- Sharepointhosting.com automatically receives and records information in our servers and on our server logs from your browser, including your IP address, Sharepointhosting.com cookie information, and the specific page you request. This information is not shared with any 3rd parties and is used only for internal technical and purposes.

Information Sharing and Disclosure

- Sharepointhosting.com does not rent, sell, auction-off, or share any personal information about you with other people or nonaffiliated companies or entities, with the following exceptions:
 - We have written permission to do so, or receive "electronic permission" via email or instant messaging, to do so.
 - Occasionally, Sharepointhosting.com will seek testimonials from satisfied customers to serve as advertising for our services. This information will only be gathered with permission to do so, or when volunteered, or when Sharepointhosting.com receives "electronic permission", via email or instant-messaging, to do so.
 - We will respond to subpoenas, court orders, or legal process, or to establish or exercise our legal rights or defend against legal claims.
 - If required by law or license agreement to do so.
 - We find it is necessary to share information in order to investigate, prevent, or take action regarding illegal activities, suspected fraud, situations involving potential threats to the physical safety of any person, violations of Sharepointhosting.com terms of use, or as otherwise required by law.
 - We transfer information about you if Sharepointhosting.com is acquired by or merged with another company. In this event, Sharepointhosting.com will notify you before any information about you is transferred and becomes subject to a different privacy policy.

Cookies

- Sharepointhosting.com may set and access Sharepointhosting.com cookies on your computer.
- Other companies' use of their cookies is subject to their own privacy policies, not this one. Other companies do not have access to Sharepointhosting.com cookies.

Your Ability to Edit and Delete Your Account Information and Preferences

- You can edit your Sharepointhosting.com Account Information at any time by sending an email to **sphfinance@sharepointhosting.com**
- We reserve the right to send you certain communications relating to the Sharepointhosting.com service, such as service announcements. Administrative messages are considered part of your Sharepointhosting.com account, without offering you the opportunity to opt-out of receiving them.
- You can cancel your Sharepointhosting.com account by sending an email to **sphfinance@sharepointhosting.com**
- Some information may remain on file for deleted accounts for 30 days or more for accounting and other legal/licensing record-keeping.

Confidentiality and Security

- We limit access to your personal information to employees who need to come into contact with that information to provide products or services to you or in order to do their jobs.
- We have physical, electronic, and procedural safeguards that comply with federal regulations to protect personal information about you.
- Your Sharepointhosting.com account information is password-protected.
- In certain areas Sharepointhosting.com uses industry-standard SSL-encryption to protect data transmissions.
- Sharepointhosting.com is not responsible for security issues related to users choosing "easy" passwords (i.e. "password") or users who fail to safeguard their password.
- Sharepointhosting.com is not responsible for viruses and other "Trojan horse" programs running on customers' PC that capture keystrokes or electronically detect users' passwords.