

Grade A Privacy Policy

This privacy policy discloses the privacy practices for www.gradea.ca. This privacy policy applies solely to information collected by this web site. It will notify you of the following:

1. What personally identifiable information is collected from you through our web site, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security procedures in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.

Information Collection, Use, and Sharing

We are the sole owners of the information collected on this site. We only have access to/collect information that you voluntarily give us via email, online form or other direct contact from you. We will not sell or rent this information to anyone.

We will use your information to respond to you, regarding the reason you contacted us. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request.

In compliance with the Canadian Anti-Spam Legislation (CASL), you must opt-in through our [sign up form](#) to receive promotional electronic communications (i.e. email newsletters, new product announcements, specials etc.) from us. You may unsubscribe at any time by clicking on the 'unsubscribe' link at the bottom of any email. Alternately, you may email info@gradea.ca with 'unsubscribe' as the subject line to stop receiving electronic communications.

Your Access to and Control Over Information

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us via the email address (info@gradea.ca) or phone number (613-721-3331) given on our website:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.

- Express any concern you have about our use of your data.

Cookies

We use "cookies" on this site. A cookie is a piece of data stored on a site visitor's hard drive to help us improve your access to our site and identify repeat visitors to our site. For instance, when we use a cookie to identify you, you would not have to log in a password more than once, thereby saving time while on our site. Cookies can also enable us to track and target the interests of our users to enhance the experience on our site.

Security

We take precautions to protect your information. When you submit sensitive information via our website, your information is protected both online and offline.

Only employees who need the information to perform a specific job (for example, billing or customer service) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

Links

This web site contains links to other sites. Please be aware that we are not responsible for the content or privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of any other site that collects personally identifiable information.

Surveys & Contests

From time-to-time our site requests information via surveys or contests. Participation in these surveys or contests is completely voluntary and you may choose whether or not to participate and therefore disclose this information. Information requested may include contact information (such as name and shipping address), and demographic information (such as postal code, age level). Contact information will be used to notify the winners and award prizes. Survey information will be used for purposes of monitoring or improving the use and satisfaction of this site.

Updates



Plan IT. Build IT. Manage IT.

Our Privacy Policy may change from time to time and all updates will be posted on this page.

If you any questions or concerns about this privacy policy, you should contact us immediately via telephone at [613-721-3331](tel:613-721-3331) or [via email at info@gradea.ca](mailto:info@gradea.ca).