

Policy Kizeo

Summary

Kizeo respects each individual's right to personal privacy. This Privacy Policy is designed to assist you in understanding how Kizeo will collect, use and safeguard any personal information you provide. We will collect and use information only in the ways disclosed in this statement.

Security

Kizeo has implemented processes intended to protect user information and maintain security of data. Each account holder is assigned an unique user name, password and company code, which is required to access their account. It is your responsibility to protect the security of this login information. We have attempted to protect Kizeo's servers by locating them in areas with security procedures and implementing other generally available security technologies. These safeguards help prevent unauthorized access, maintain data accuracy, and ensure the appropriate use of data, but no guarantee can be made that your information and data will be secure from intrusions and unauthorized release to 3rd parties.

Application Data

As part of the Kizeo services, we store the forms you build and any data that was collected from those forms. We respect the privacy of all users, and consider all data that is collected to be private. Your information is used strictly for internal purposes, and Kizeo will not distribute or sell your information to a 3rd party, except as disclosed in this statement. When you submit information, you are transferring such information into France and you hereby consent to such transfer.

Account Information

We require customers who register to use the services offered on our Site to give us contact information, such as their name, company name, address, phone number, and e-mail address, and financial qualification and billing information, such as billing name and address, and the number of users within the organization that will be using the Service. The information we collect is not distributed or sold to a 3rd party. It will only be used to communicate with you about your Kizeo account, and where needed as part of certain Kizeo features. You may update your account information at any time.

Customers are invited to receive an e-mail newsletter by providing an email address. Customer e-mail addresses and any personal customer information will not be distributed or shared with third parties. Customers can opt out of being contacted by us, or receiving such information from us, at any time by sending an e-mail or clicking the link in the newsletter. Separately, customers are also asked to provide an e-mail address when registering for the Service, in order to receive information about their account. We may also e-mail information regarding updates to the Service or company.

Kizeo may also collect certain information from visitors to and customers of the Site, such as Internet addresses. This information is logged to help diagnose technical problems, and to administer our Site in order to constantly improve the quality of the Service.

We may also track and analyze non-identifying and aggregate usage and volume statistical information from our visitors and customers.

Web Server Logs

For statistical purposes, Kizeo will gather certain information automatically and store it in log files. These log files contain standard information collected by web servers, such as client IP addresses, browser type, internet service provider (ISP), operating system, etc. This information is only used internally, and is not distributed or sold to a 3rd party. Kizeo uses this information, to analyze trends, to administer the website and to gather demographic information about its user base as a whole.

Cookies

A "cookie" is a small text file containing a unique identifier that our web server sends to a user's browser, and may be stored on a user's hard drive. Cookies are required to use Kizeo services. If you have your browser set to reject cookies, your use of the Kizeo services is likely to be interrupted. The cookies we use are not permanent.

Third-party Websites

The Site contains links to other Web sites. Kizeo is not responsible for the privacy practices or the content of these other Web sites. Customers and visitors will need to check the policy statement of these other Web sites to understand their policies. Customers and visitors who access a linked site may be disclosing their private information. It is the responsibility of the user to keep such information private and confidential.

Compliance with Children's Online Privacy Protection Act

As a business service, Kizeo does not target its offering toward, and does not knowingly collect any personal information from, users under thirteen (13) years of age.

Changes

Kizeo may update this policy in the future for a variety of reasons including, but not limited to, changes in technology or the introduction of new services. You should refer back to this page often for the latest information.

Effective Date

This private policy was last revised on July 8, 2014.