



Effective **January 1, 2009**

**Our Commitment To Privacy:** Your privacy is important to us. To better protect your privacy we provide this notice explaining our information practices and the choices you can make about the way your information is collected and used.

**The Information We Collect:** This notice applies to all information collected by or submitted to Promoter Line, Inc.. The types of personal information collected typically include:

- Name
- Address
- Email address
- Phone numbers
- Credit/Debit Card Information
- Social Security Number
- Taxpayer ID Number

**The Way We Use Information:** We use the information you provide in our normal course of business to maintain client files, contact information, and to comply with federal and state laws to process payments and/or report income. We do not share this information with outside parties unless required by law or court ordered subpoena.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

Promoter Line will never use or share any personally identifiable information provided to us in ways unrelated to the ones described above without providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

**Our Commitment To Data Security:** To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect.

**How You Can Access Or Correct Your Information:** You can access all your personally identifiable information that we collect and maintain by mailing a request with a postage paid pre-addressed return envelope to: Promoter Line, Inc. Suite 140, 4218 Gateway Drive, Colleyville, Texas 76034. In order to better safeguard your information, we will not honor requests for this information that have been submitted electronically or by phone.

To further protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

You can correct factual errors in your personally identifiable information by sending us a request that credibly shows error.

**How To Contact Us:** Should you have other questions or concerns about these privacy policies, please call us at 817-557-1009.