



Private Notice

Private Notice:

- 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.
- We take precautions to protect your information.
- When you submit sensitive information via email, your information is protected with us.
- Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way.
- We will keep your information and any related documents for a period no longer than 5 years.
- After the 5 year period, information and any related documents are deleted from the database and printed documents are destroyed.

Sincerely,

Marly Mera

HHGS International Division Vice-President