

## **30MinutePrep Privacy Policy**

We take your privacy very seriously, so please carefully read this policy. This privacy policy discloses how 30MinutePrep ([www.30MinutePrep.com](http://www.30MinutePrep.com)), a site owned by SpeechRamp, Inc., will handle the information you provide to us. This privacy policy applies solely to information collected by this web site. This is what you need to know:

1. What personally identifiable information is collected from you through the web site, how it is used, and with whom it may be shared (hint: no one).
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**

SpeechRamp, Inc. is the sole owners of the information collected on this site. We only have access to/collect information that you voluntarily give us via email 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, e.g. to collect payment for your order.

Unless you ask us not to, we may contact you via email in the future to tell you about specials, new products or services offered by SpeechRamp or other sites operated by SpeechRamp, or changes to this privacy policy.

### **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 or the contact form 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.

## **Security**

Security of your information is important to us. We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted in a secure way. You can verify this by looking for a closed lock icon at the bottom of your web browser, or looking for "https" at the beginning of the address of the web page.

While encryption is used to protect sensitive information transmitted online, we also protect your information 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, and even they only have access to the last 4 digits of your credit card.

Credit Card information is processed through [www.Stripe.com](http://www.Stripe.com). Stripe is a PCI level 1 compliant service providers. That means they have secure systems that have been audited and verified, to ensure that your information gets the highest level of security. Your crucial information is always safely handled and stored.

## **Registration Forms**

In order to use 30MinutePrep, a user must first complete the registration form. During registration a user is required to give certain information (such as name and email address). This information is used to contact you about the products/services on our site in which you have expressed interest.

## **Order Form Information**

We request information from you on our registration form. To buy from us, you must provide contact information (such as name and address) and financial information (such as credit card number, expiration date). This information is used for billing purposes and to fill your orders. If we have trouble processing an order, we'll use this information to contact you.

### **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 your progress through the site. Usage of a cookie is in no way linked to any personally identifiable information on our site.

### **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**

From time-to-time our site may request information via surveys. Participation in these surveys 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 zip code, age level). Survey information will be used for purposes of monitoring or improving the use and satisfaction of this site.

### **Updates**

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

**If you feel that we are not abiding by this privacy policy, you should contact us immediately.**