

Added Value Management consultation and technical office GmbH

Privacy Policy and General Business Terms

Valid as of 01. September 2007

This document contains the privacy policy for the www.added-value.at website. The Added Value Business Consulting and Technical Office (henceforth referred to as Added Value) continuously endeavors to protect your data as a company operator. As a company involved in data privacy for organization development, we know how important it is to maintain control of data when using the Internet.

This statement contains details concerning the following subjects:

1. The type of information we collect
2. How this information is used
3. How you can log in and out for data collection and usage
4. Our instructions of correcting and updating personal information
5. Our instructions for deleting and deactivating your name from our data bank

The type of information we collect

We collect and store several or all of our user's information: Name, E-Mail address and billing information such as address and telephone number. We can also receive and store specific types of information, when you link to us. As with countless other websites, we use "Cookies" for example and acquire specific types of information when your web browser accesses www.added-value.at. To customize our communication to your needs and to further improve our service, we may also ask you for information regarding your personal and business interests, your experience with our products as well as detailed contact information. Our customers and visitors always have the option to decide against providing this information.

Data use

Added Value uses your information to better understand your needs and provide you with better service. It will not be used or any other purpose without your authorization.

Use of your e-mail address

When you enter your e-mail address during customer registration or if you are a registered customer, we'll occasionally send you an e-mail with recommendations or tips on new services and innovations. These e-mails can contain paid advertisements from third parties. During registration or a purchase, you have the option to unsubscribe from this service. If you do not unsubscribe at this time, you can later block these kind of e-mails by following the unsubscribe instructions found in all e-mails of this type. Our e-mail marketing as well as contact with our customers follows strict guidelines and our business partners are also obligated to follow them. Further information on our practices can be found under "Data use". Additional information on business partners, to which we may possibly provide your information can be found under "Special relationships".

Special relationships

Added Value has several business partners to which your personal information may be given, so that these partners can provide services or process an order or transaction.



Links

Our site contains links other websites. Please note that when you click on one of these links, you “click” to another website. Added Value claims no responsibility for the misuse of information by a website controller to which we are possibly linked. Please read the data privacy policy of these linked websites, as their privacy policies could differ from ours. If you should decide to accept an offer from one of our partners, provide your information to the respective partner directly. Read the privacy statement of the selected partner, as their privacy policies may differ from ours.

Feedback

We collect user feedback and comments, which we take from the feedback forms. However, this occurs only after the senders has been informed and have given their authorization. We also publish surveys on our site to better understand our user group. The participation in these surveys is voluntary and anonymous. The results are combined statistically so that no personal information can be linked to the survey results.

Storage of information

Added Value stores the personal information of its customers during the time these registered customer are users of our services and for a certain time thereafter.

Closing statement

We reserve the right to publish your information within the confines law, if we are of the opinion that it is required to protect our rights and/or to carry out a court order, a judgment or a legal process in connection with our website.

Notice of changes

When we change the content (non-editing change) of our privacy policy, we publish the corresponding notice on our website to make our users aware of the change. When we make a significant change regarding the way we use, handle or publish your personal information, we notify our users by e-mail.

Contact

Please contact us if you have any questions or suggestions regarding our privacy policies. We can be reached by e-mail at office@added-value.at, by telephone under +43 664 533 0 225 or under the following mailing address Added Value GmbH, Kellau 152, 5431 Kuchl, Austria.

