

[www.schoolfront.com](http://www.schoolfront.com)



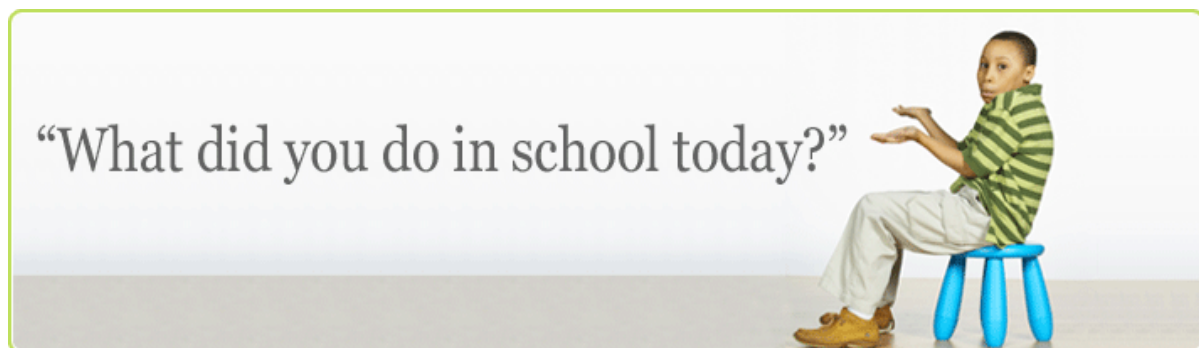
**SchoolFront**

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FrontEdge Inc.  
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[www.frontedge.com](http://www.frontedge.com)

# SchoolFront.com Privacy & Security

*Protecting Your Information and Respecting Your Privacy*



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## SchoolFront.com Privacy & Security Statement

### Introduction

Thank you for visiting our web site. This privacy policy tells you how we use personal information collected at this site. Please read this privacy policy before using the site or submitting any personal information. By using the site, you are accepting the practices described in this privacy policy. If our information practices change at some time in the future, we will post those policy changes on our web site. If you are at all concerned about how your information is used, you may periodically check our web site for updates.

Note: The privacy practices set forth in this privacy policy are for this web site only. If you link to other web sites, please review the privacy policies posted at those sites.

### Privacy & Security Policy

#### Collection and Usage of Information

We collect personally identifiable information, like names, postal addresses, email addresses, etc., when voluntarily submitted by our visitors. The information you provide is used to fulfill your specific request and provide you with e-mails and mailings about our company, products, services, and promotions. From time to time we may also send you e-mail offers on behalf of marketing partners whose products and/or services we think may be of interest to you.

#### *Request Removal from Email Mailing Lists*

If you do not want to receive our e-mails, you may submit your request to unsubscribe by following the directions for unsubscribing that are included in the communications. You may also e-mail us anytime at [sales@frontedge.com](mailto:sales@frontedge.com), or contact us by phone at 1.877.841.0228, or via postal mail at the following address:

FrontEdge Inc.  
Attn: Unsubscribe Email Address  
497 Clinton Ave South  
Rochester, NY 14620

If you email, call, or mail us a request for removal, include in the message your name and the email address(es) that you wish to have removed from our lists. Please note that such requests may take up to 10 business days to process. Please also note that if you are a FrontEdge Inc. customer, we may still need to contact you with regard to questions or information about your account or services.

#### *Request Removal from Telephone Calling Lists*

To request that we remove your name from our calling lists, please call 1.877.841.0228. You may also e-mail us anytime at [sales@frontedge.com](mailto:sales@frontedge.com), or via postal mail at the following address:

FrontEdge Inc.  
Attn: Unsubscribe Telephone Number  
497 Clinton Ave South  
Rochester, NY 14620



If you email, call, or mail us a request for removal, include your name and phone number in the message. Please note that such requests may take up to 30 business days to process. Please also note that if you are a FrontEdge Inc. customer, we may still need to contact you with regard to questions or information about your account or services.

### ***Request Removal from Postal Mailing Lists***

To request that we remove your name from our postal mailing lists, please call 1.877.841.0228. You may also e-mail us anytime at [sales@frontedge.com](mailto:sales@frontedge.com), or via postal mail at the following address:

FrontEdge Inc.  
Attn: Unsubscribe Postal Address  
497 Clinton Ave South  
Rochester, NY 14620

If you email, call, or mail us a request for removal, include your name and the postal address(es) that you wish to have removed from our lists. Please note, however, that you may receive additional mailings, but you can expect that to cease in 6—8 weeks. Please also note that if you are a FrontEdge Inc. customer, we may still need to contact you with regard to questions or information about your account or services.

### **Cookie / Tracking Technology**

The Site may use cookie and tracking technology depending on the features offered. Cookie and tracking technology are useful for gathering information such as browser type and operating system, tracking the number of visitors to the Site, and understanding how visitors use the Site. Cookies can also help customize the Site for visitors. Personal information cannot be collected via cookies and other tracking technology, however if you previously provided personally identifiable information, cookies may be tied to such information. Aggregate cookie and tracking information may be shared with third parties.

### **Distribution of Information**

#### ***Third-Party Service Providers***

In some instances, we use third party companies to provide services for us, including assistance in maintaining and managing customer information, providing customer and Internet services, taking and fulfilling orders, conducting SchoolFront.com and FrontEdge Inc. promotions and surveys, and communicating effectively with our clients. Some of these vendors are given access to some or all of the information you provide to us, and may use cookies on our behalf. Except as disclosed in this Policy, FrontEdge Inc. does not authorize such third parties to make use of personally identifiable information other than to provide FrontEdge Inc. with these services.

#### ***Fraud Prevention***

We may share information with governmental agencies or other companies assisting us in fraud prevention or investigation. We may do so when (1) permitted or required by law; or, (2) trying to protect against or prevent actual or potential fraud or unauthorized transactions; or, (3) investigating fraud which has already taken place. The information is not provided to these companies for marketing purposes.



### Commitment to Data Security

Your personally identifiable information is kept secure. FrontEdge Inc. websites makes use of Secure Socket Layer (SSL) technology to encrypt information while it is transmitted. Your computer must be SSL-enabled to ensure secure transfer of your information. Only authorized employees, agents and contractors (who have agreed to keep information secure and confidential) have access to this information. All emails and newsletters from FrontEdge Inc websites allow you to opt out of further mailings.

### Privacy Contact Information

If you have any questions, concerns, or comments about our privacy policy you may contact us using the information below:

- By e-mail: [sales@frontedge.com](mailto:sales@frontedge.com)
- By Phone: 1.877.841.0228
- By Mail: FrontEdge Inc., 497 Clinton Ave South, Rochester, NY 14620

We reserve the right to make changes to this policy. Any changes to this policy will be posted.