

# PRIVACY POLICY

Legal Notices to Users of Altamaha Fiber Web Site. Altamaha Fiber, LLC is committed to protecting the privacy of its members, as well as all other users of its Web site. In light of this commitment, Altamaha Fiber adheres to the Web site privacy practices provided below.

Altamaha Fiber does not disclose or sell any personal information about you without your prior approval, except as required by law and as requested by regulatory agencies and governmental authorities. Altamaha Fiber's bylaws prohibit the disclosure of information regarding members and their accounts. However, Altamaha Fiber may release account information when we believe, in good faith, that such release is necessary to enforce or apply the terms of any of our user agreements. Altamaha Fiber uses the information collected on this Web site only to better provide you with the products and services we offer. Altamaha Fiber adheres to security procedures to protect your information.

## Information We Collect Online

The only personally identifiable information we collect from customers online is through voluntary participation by customers, such as site registrations and/or survey information. If you visit the Altamaha Fiber Web site to read or download information on our pages, we do not collect any personally identifiable information and only collect usage information including domain, browser type, referring Web page, and time of access, as provided below. However, participation or registration for use of services or products via the Web site will result in personal information being collected about you. For example, if you contact us, register to access your account, or pay your bill via the Web site, you may be asked to submit personal information such as your Altamaha Fiber account number, name, address, phone number and email address. You may also be asked to submit additional personal information or financial/payment information, such as a credit card number, in order to pay your bill online or utilize certain customer account services. We will protect the personal information collected through the Web site, as set forth below.

## Ways We Use Information

**Personal Information:** The personal information you provide us not only enables you to use various customer services offered on the Web site, but also enables us to provide you with better service generally. We may use this information to contact you in response to an inquiry that you send via our Web site or to keep you informed about Altamaha Fiber and its services.

We will add all email addresses provided through Web site registration and online inquiries to our email marketing contact list and your account information. Altamaha Fiber may use the personal information you supply to notify you about important news concerning Altamaha Fiber, including new products and services, product updates and technical support issues and special offers. You may "opt out" of receiving marketing email communications as provided below. Access to any personal information you provide by Altamaha Fiber employees or consultants is limited to only that necessary to provide the business services offered and to otherwise allow such employees or consultants to perform their duties.

**Anonymous Audience Traffic Analysis:** In the process of administering our site, we maintain and track usage through Web server logs. Web server logs provide information such as what types of browsers are accessing our site, what pages receive high traffic, and the times of day our servers experience significant load. We use this information to improve the content and navigation features of our site. It is not used to personally identify you.

## Altamaha Fiber Privacy Policy

### Shared Information

Altamaha Fiber will not sell or transfer your personal information collected to unaffiliated third parties. Altamaha Fiber only shares the personally identifiable information you provide with affiliates and/or business partners who are providing services to or on behalf of Altamaha Fiber. Payment information (credit card numbers and expiration dates) is treated confidentially and will not be shared with anyone except the vendors/financial institutions used to process payments. In order to provide you with services offered on the Web site, or to complete transactions or requests initiated by you on the Web site, we may transfer you to Web sites operated by third parties that help us provide services to you. Links to third-party Web sites from the Altamaha Fiber Web site are provided solely as a convenience to you. If you use these links, you will leave the Altamaha Fiber site. We have not reviewed these third-party sites and do not control them. Altamaha Fiber does not assume responsibility for any of these sites, their content, or their privacy policies. Altamaha Fiber does not endorse or make any representations about them or any information, software or other products or materials found there, or any results that may be obtained from using them. If you decide to access any of the third-party sites linked to the Altamaha Fiber site, you do so at your own risk. Your use of such third-party site is subject to that Web site's privacy policy.

### Consent and Changes to Policy

By choosing to utilize the Altamaha Fiber Web site and provide your email address, you are signifying your assent to this privacy statement, and your consent is presumed for Altamaha Fiber to contact you via email (unless you opt out as provided below). Please note that any email sent by Altamaha Fiber to your email address will be accessible to anyone who has access to your email. Altamaha Fiber will use and share the personally identifiable information you provide to us on our Web site only for the purposes described herein. We reserve the right to disclose any and all pertinent customer information **as required by law** or to law enforcement or other government officials as we, in our sole discretion, believe necessary or appropriate. Notwithstanding any opt-out of promotional/marketing information by you, Altamaha Fiber reserves the right to contact any customer regarding account status, changes to the account, and other matters relevant to the underlying service and/or information collected.

If Altamaha Fiber updates or changes this privacy statement, the changes will be made on the Altamaha Fiber Web site. Your continued use of Altamaha Fiber's Web site following the posting of changes to this privacy statement will mean you accept those changes. We reserve the right to change this privacy policy statement at any time.

### Data Security

We use industry-standard encryption technologies when transferring and receiving consumer data exchanged with our site. The service request forms use Secure Sockets Layer (SSL) encryption technology during data transmission to protect your communication and maintain your privacy. However, we cannot guarantee the security of any information transmitted over the Internet. You must keep your user ID and password confidential and notify Altamaha Fiber immediately if you detect a security breach.

### "Cookie" Use

"Cookies" are small text files that are stored on your computer's hard drive by a web site through your browser. "Cookies" enable a Web site product to keep track of activities on a Web site and to improve your use of the site, such as by keeping track of your preferences. "Cookies" do not include any personal information. Additionally, you can change your browser settings on your personal computer so that "cookies" are not stored on your hard drive and/or to limit your acceptance of "cookies."

### Your Acceptance of These Terms

## Altamaha Fiber Privacy Policy

By using Altamaha Fiber's Web site, you signify your assent to this Privacy Statement. If Altamaha Fiber updates or changes this Privacy Statement, the changes will be made on this page. Your continued use of Altamaha Fiber's Web site following the posting of changes to this Privacy Statement will mean you accept those changes. We reserve the right to change this privacy policy statement at any time. How to

### **Contact Us**

Should you have questions or concerns about this Statement, please call 912-526-8181, email us at [info@altamahaemc.com](mailto:info@altamahaemc.com), or write us at: Altamaha Fiber, ATTN: Webmaster, P.O. Box 346, Lyons, GA 30436.

You may "opt out" of receiving such communications at any time by informing Altamaha Fiber that you wish to have your email address deleted from Altamaha Fiber's files by sending an email request to [support@altamahaemc.com](mailto:support@altamahaemc.com) or by writing us at Altamaha Fiber, ATTN: Webmaster, P.O. Box 346, Lyons, GA 30436. If you choose to communicate with Altamaha Fiber by email or by an online feedback form, then email from Altamaha Fiber to you will be considered to be sent with your consent and will be accessible to anyone who has access to your email.