



# APL Privacy Policy

As of 10/15/2017

This privacy policy sets out how APL uses and protects any information that you give APL when you use the APL systems.

APL is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using our service, then you can be assured that it will only be used in accordance with this privacy statement.

APL may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 01/01/2017.

## **What we collect**

We may collect the following information:

- Name and job title
- Contact information including email address
- Demographic information such as postcode and payment preferences
- Other information relevant to customer account

## **What we do with the information we gather**

We require this information for accounting and provide you with service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail.
- We may use the information to customize the website according to your interests.
- We will never sell your information.

## **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect.

## **Links to other websites**

Our website may contain links to enable you to visit other websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

## **Controlling your information**

We will not sell, distribute or lease your information to third parties unless we have your permission or are required by law.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the below address. We will promptly correct any information found to be incorrect:

APL INC  
715 E. Border St.  
Arlington, TX 76010  
[accounting@aplplus.com](mailto:accounting@aplplus.com)