

PRIVACY POLICY

This privacy policy discloses the privacy practices for FIRST GENERAL SERVICES (WINNIPEG) LTD.. This privacy policy applies solely to information collected by FIRST GENERAL SERVICES (WINNIPEG) LTD.. It will notify you of the following:

- What personally identifiable information is collected from you, how it is used and with whom it may be shared;
- What choices are available to you regarding the use of your data;
- The security procedures in place to protect the misuse of your information; and
- How you can correct any inaccuracies in the information.

INFORMATION COLLECTION, USE, AND SHARING

We are the sole owners of the information collected. We only have access to/collect information that you voluntarily give us via email or other direct contact from you. We will not sell, share 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 ship an order.

With your consent, we may contact you via email in the future to tell you about specials, new products or services, or changes to this privacy policy. You may opt out of any future contacts from us at any time.

YOUR ACCESS TO AND CONTROL OVER INFORMATION

You can do the following at any time by contacting us via our email address or phone number:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any personal database information we have about you.
- Express any concern you have about our use of your data.

SECURITY

We take precautions to protect your information. When you submit sensitive information, your information is protected 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. The computers/servers in which we store personally identifiable information are kept in a secure environment.

UPDATES


Our Privacy Policy may change from time to time and all updates will be available by contacting us.

If you feel that we are not abiding by this privacy policy, you should contact JAMES DREW BAYES, PRESIDENT/CEO immediately via telephone at 204 477-0560 or via email @info@fgswpg.ca.

Date: July 25,2017

Company name: First General Services (Winnipeg) Ltd.

Signature: _____

A handwritten signature in cursive script that reads "James Drew Bayes". The signature is written over a horizontal line.

Printed name: JAMES DREW BAYES, PRESIDENT/CEO