

## PRIVACY POLICY

Last updated: **07/20/2023**

Welcome to the **Terraco Woodworks LLC** Privacy Policy for [www.terracowoodworks.com](http://www.terracowoodworks.com). We respect your privacy and want to protect your personal information. This Statement of Privacy applies to [www.terracowoodworks.com](http://www.terracowoodworks.com), and Terraco Woodworks LLC and governs data collection and usage. Throughout this Privacy Policy, the terms 'we', 'us', and 'our' refer to **Terraco Woodworks LLC**, the owner and operator of [www.terracowoodworks.com](http://www.terracowoodworks.com). By using this website, you consent to the data practices described in this statement.

### 1. Collection of your Personal Information

In order to better provide you with products and services offered, Terraco Woodworks may collect personally identifiable information, such as your:

First and Last Name

Mailing Address

E-mail Address

Phone Number

We do not collect any personal information about you unless you voluntarily provide it to us. However, you may be required to provide certain personal information to us when you elect to use certain products or services. We collect information from you when you register on our site, place an order, or fill out a contact form. You may, however, visit our site anonymously.

### 2. Personal Information Use

The information we collect from you may be used to personalize your experience, improve our website, process transactions, send periodic emails and improve customer service. If at any time you would like to unsubscribe from receiving future emails, we include detailed unsubscribe instructions at the bottom of each email.

### 3. Information Protection

We implement a variety of security measures to maintain the safety of your personal information when you place an order or enter, submit, or access your personal information. Terraco Woodworks secures your personal information from unauthorized access, use, or disclosure. When personal information is transmitted to a website, it is protected through the use of encryption, such as the Secure Sockets Layer (SSL) protocol.

We strive to take appropriate security measures to protect against unauthorized access to or alteration of your personal information. Unfortunately, no data transmission over the Internet or any wireless network can be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, you acknowledge that: (a) there are security and privacy limitations inherent to the Internet which are beyond our control; and (b) security, integrity, and privacy of any and all information and data exchanged between you and us through this Site cannot be guaranteed.

#### **4. Use of Cookies**

The Terraco Woodworks website may use "cookies" to help you personalize your online experience. A cookie is a text file that is placed on your hard disk by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you.

One of the primary purposes of cookies is to provide a convenience feature to save you time. The purpose of a cookie is to tell the Web server that you have returned to a specific page. For example, if you personalize Terraco Woodworks pages, or register with Terraco Woodworks site or services, a cookie helps Terraco Woodworks to recall your specific information on subsequent visits. This simplifies the process of recording your personal information, such as billing addresses, shipping addresses, and so on. When you return to the same Terraco Woodworks website, the information you previously provided can be retrieved, so you can easily use the Terraco Woodworks features that you customized.

You can accept or decline cookies. Most Web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of the Terraco Woodworks services or websites you visit.

#### **5. Third Party Disclosure**

We do not sell, trade, or otherwise transfer your personally identifiable information to outside parties. Terraco Woodworks may disclose your personal information, without notice, if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Terraco Woodworks or the site; (b) protect and defend the rights or property of Terraco Woodworks; and/or (c) act under exigent circumstances to protect the personal safety of users of Terraco Woodworks, or the public.

#### **6. Use of Google Analytics**

Our website uses Google Analytics, a service which transmits website traffic data to Google servers. Google Analytics does not identify individual users or associate your IP address with any other data held by Google. We use reports provided by Google Analytics to help us understand website traffic and webpage usage.

#### **7. Payments**

We provide paid products on our website. In that case, we use third-party services for payment processing (e.g., payment processors). We will not store or collect your payment card details. That information is provided directly to our third-party payment processors, Stripe, whose use of your personal information is governed by their own privacy policy.

## **8. Children's Privacy**

Our Service does not address anyone under the age of 13. We do not knowingly collect personally identifiable information from anyone under the age of 13.

## **9. External Data Storage Sites**

We may store your data on servers provided by third party hosting vendors with whom we have contracted.

## **10. Your California Privacy Rights (CCPA + CPRA)**

If you are a California resident, you have the rights outlined in this section. Please see the "Exercising Your Rights" section below for instructions regarding how to exercise these rights. If there are any conflicts between this section and any other provision of this Privacy Policy and you are a California resident, the portion that is more protective of Personal Information shall control to the extent of such conflict. If you have any questions about this section or whether any of the following applies to you, please contact us at [hello@terracowoodworks.com](mailto:hello@terracowoodworks.com).

### **Access**

You have the right to request certain information about our collection and use of your Personal Information over the past 12 months.

### **Deletion**

You have the right to request that we delete the Personal Information that we have collected from you.

### **Non-Discrimination**

We will not discriminate against you for exercising your rights under the CCPA. We will not deny you our goods or services, charge you different prices or rates, or provide you a lower quality of goods and services if you exercise your rights under the CCPA.

## **11. Notice to California Residents (CalOPPA)**

We are required to provide additional information to California residents about how we use and disclose their Personal Information, and they have additional rights with respect to their Personal Information under the CalOPPA. Please note that "Personal Information" as used in this section is defined as per the CalOPPA.

### **Sale of Personal Information**

We do not sell your Personal Information in the conventional sense (i.e., get paid money to share your Personal Information). However, like many businesses, we use services that help deliver interest-based ads to you and may transfer Personal Information to business partners for their use.

### **Exercising Your Rights**

To exercise the rights described above, you need to submit your verifiable request to us by contacting us at [hello@terracowoodworks.com](mailto:hello@terracowoodworks.com).

### **Changes to this California Privacy Rights Statement**

We may update this California Privacy Rights Statement from time to time. When we make changes to this California Privacy Rights Statement, we will change the "Last Updated" date at the beginning of this Statement.

## **12. Changes to This Privacy Policy**

Terraco Woodworks reserves the right to change this Privacy Policy from time to time. We will notify you about significant changes in the way we treat personal information by sending a notice to the primary email address specified in your account, by placing a prominent notice on our website, and/or by updating any privacy information. Your continued use of the website and/or Services available after such modifications will constitute your: (a) acknowledgment of the modified Privacy Policy; and (b) agreement to abide and be bound by that Policy.

## **13. Contact Us**

Terraco Woodworks welcomes your questions or comments regarding this Statement of Privacy. If you believe that Terraco Woodworks has not adhered to this Statement or if you have any questions about this Privacy Policy, please contact Terraco Woodworks at: [hello@terracowoodworks.com](mailto:hello@terracowoodworks.com)

**Terraco Woodworks LLC**

**Effective as of July 20, 2023**