

How is information obtained and used?

When you browse, read pages, or download information on the Forms+Surfaces® website, we collect and store the following information about your visit automatically:

- Your internet protocol (IP) address and domain name
- Your browser and operating system
- The date and time you visited the site
- The website you visited prior to coming to this site.

This information does not identify you personally. It is logged and used to improve the content of our web services and to help us understand how people are using our services. Forms+Surfaces analyzes the website logs to determine how our website is being used so that we may continually improve the website's usefulness to the public.

We also collect information from you when you request information on our site or fill out a form, such as your name, address, and email address.

What do we use your information for?

Any of the information we collect from you may be used in the following ways:

- To personalize your experience (your information helps us to better respond to your individual needs)
- To improve our website (we continually strive to improve our website offerings based on the information and feedback we receive from you)
- To improve customer service (your information helps us to more effectively respond to your customer service requests and support needs)
- To send periodic emails: The email address you provide when opting in or requesting information may be used to send you information and updates pertaining to your interests, in addition to receiving occasional company news, updates, related product or service information, etc. If at any time you would like to unsubscribe from receiving future emails, we provide unsubscribing instructions within each email.
- To administer a contest, promotion, survey or other site feature.

How do we protect your information?

We implement a variety of security measures to maintain the safety of your personal information. We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information. This does not include trusted third parties who assist us in operating our website, conducting our business, or servicing you, so long as those parties agree to keep this information confidential. We may also release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect our own or others' rights, property, or safety. However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising or other purposes.

Do we use cookies?

Similar to other commercial websites, our website utilizes a standard technology called "cookies" and web server logs to collect information about how our website is used. A "cookie" is a small piece of information sent by a web server to store on a web browser so it can later be read back from that browser. This is useful for having the browser remember some specific information. Information gathered through cookies and web server logs may include the date and time of visits, the pages viewed, time spent on our website, and the websites visited just before or just after our website.

Third-party links

Occasionally, at our discretion, we may include or offer third-party information on our website. These third-party sites have separate and independent privacy policies. We therefore have no responsibility or liability for the content or activities of these linked sites. Nonetheless, we seek to protect the integrity of our site and welcome any feedback about these sites.

Online Privacy Policy Only

This online privacy policy applies only to information collected through our website and not to information collected offline.

Terms of Use

Please download our [Terms of Use](#) policy establishing the use, disclaimers and limitations of liability governing the use of our website.

Your Consent

By using our site, you consent to our Privacy Policy.

Changes to Privacy Policy

If we decide to change our privacy policy, we will post those changes on this page. This policy was last modified 2/8/2010.

Contacting Us

If there are any questions regarding this privacy policy, you may [contact us](#).