

I. Privacy Policy

A. **Allison J. Weaver Consulting, LLC** understands that your privacy is important to you. The Coach is committed to protecting the privacy of your personally-identifiable information as you use this website. This Privacy Policy tells you how we protect and use information that we gather from you. By using this website, you consent to the terms described in the most recent version of this Privacy Policy. You should also read the Website Terms of Use section to understand the general rules about your use of this website, and any additional terms that may apply when you access particular services or materials on certain areas of this website. “We,” “our” means the Company, Allison J. Weaver Consulting, LLC and any of its affiliates. “You,” “your,” “visitor,” or “user” means the individual accessing the website or Sessions, and any present and potential Clients.

B. PERSONAL AND NON-PERSONAL INFORMATION

1. Our Privacy Policy identifies how we treat your personal and non-personal information.

C. WHAT IS NON-PERSONAL INFORMATION AND HOW IS IT COLLECTED AND USED?

1. Non-personal information is information that cannot identify you. If you visit this web site to read information, such as information about one of our services, we may collect certain non-personal information about you from your computer’s web browser. Because non-personal information cannot identify you or be tied to you in any way, there are no restrictions on the ways that we can use or share non-personal information. What is personal information and how is it collected? Personal information is information that identifies you as an individual, such as your name, mailing address, e-mail address, telephone number, and fax number. We may collect personal information from you in a variety of ways:

- When you send us an application or other form.
- When you conduct a transaction with us, our affiliates, or others.
- When we collect information about you in support of a transaction, such as credit card information.
- In some places on this web site you have the opportunity to send us personal information about yourself, to elect to receive particular information, to purchase access to one of our products or services, or to participate in an activity or complete a survey.

D. ARE COOKIES OR OTHER TECHNOLOGIES USED TO COLLECT PERSONAL INFORMATION?

1. Yes, we may use cookies and related technologies, such as web beacons, to collect information on our web site. 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.

2. The purpose of a cookie is to tell the Web server that you have returned to a specific page. For example, if you register with us, a cookie helps the COMPANY 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.

3. When you return to the same COMPANY’s website, the information you previously provided can be retrieved, so you can easily use the features that you customized.

4. A web beacon is a small graphic image that allows the party that set the web beacon to monitor and collect certain information about the viewer of the web page, web-based document or e-mail message, such as the type of browser requesting the web beacon, the IP address of the computer that the web beacon is sent to and the time the web beacon was viewed. Web beacons can be very small and invisible to the user, but, in general, any electronic image viewed as part of a web page or e-mail, including HTML based content, can act as a web beacon.
5. We may use web beacons to count visitors to the web pages on the web site or to monitor how our users navigate the web site, and we may include web beacons in e-mail messages in order to count how many messages sent were actually opened, acted upon or forwarded. Third party vendors also may use cookies on our web site. For instance, we may contract with third parties who will use cookies on our web site to track and analyse anonymous usage and volume statistical information from our visitors and members. Such information is shared externally only on an anonymous, aggregated basis.
6. These third parties use persistent cookies to help us to improve the visitor experience, to manage our site content, and to track visitor behaviour. We may also contract with a third party to send e-mail to our registered [users/members]. To help measure and improve the effectiveness of our e-mail communications, the third party sets cookies. All data collected by this third party on behalf of the COMPANY is used solely by or on behalf of the COMPANY and is shared externally only on an anonymous, aggregated basis.
7. From time to time we may allow third parties to post advertisements on our web site, and those third-party advertisements may include a cookie or web beacon served by the third party. This Privacy Policy does not cover the use of information collected from you by third party ad servers.
8. We do not control cookies in such third party ads, and you should check the privacy policies of those advertisers and/or ad services to learn about their use of cookies and other technology before linking to an ad. We will not share your personal information with these companies, but these companies may use information about your visits to this and other web sites in order to provide advertisements on this site and other sites about goods and services that may be of interest to you, and they may share your personal information that you provide to them with others. You have the ability to 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 COMPANY websites you visit.

E. HOW DOES THE COMPANY USE PERSONAL INFORMATION?

1. The COMPANY may keep and use personal information we collect from or about you to provide you with access to this web site or other products or services, to respond to your requests, to bill you for products/services you purchased, and to provide ongoing service and support, to contact you with information that might be of interest to you, including information about products and services of ours and of others, or ask for your opinion about our products or the products of others, for record keeping and analytical purposes and to research, develop and improve programs, products, services and content.
2. Personal information collected online may be combined with information you provide to us through other sources. We may also remove your personal identifiers (your name, email address, social security number, etc.). In this case,

you would no longer be identified as a single unique individual. Once we have de-identified information, it is non-personal information. We may use your personal information to protect our rights or property, or to protect someone's health, safety or welfare, and to comply with a law or regulation, court order or other legal process.

F. DOES THE COMPANY SHARE PERSONAL INFORMATION WITH OTHERS?

1. The COMPANY will not share your personal information collected from this web site with an unrelated third party without your written permission, except as otherwise provided in this Privacy Policy.
2. The COMPANY will not sell, exchange or publish your personal information, except in conjunction with a corporate sale, merger, dissolution, or acquisition.
3. For some sorts of transactions, in addition to our direct collection of information, the COMPANY's third party service vendors (such as credit card companies, clearinghouses and banks) who may provide such services as credit, insurance, and escrow services may collect personal information directly from you to assist you with your transaction. The COMPANY does not control how these third parties use such information, but THE COMPANY does ask them to disclose how they use your personal information before they collect it.
4. If you submit a review for a third party (person or business) using our Facebook Fan Review Application, during the submission process THE COMPANY asks your permission to gather your basic information (such as name and email address) which is then shared with the third party for whom you are submitting the review.
5. The COMPANY may be legally compelled to release your personal information in response to a court order, subpoena, search warrant, law or regulation. The COMPANY may cooperate with law enforcement authorities in investigating and prosecuting web site visitors who violate our rules or engage in behaviour, which is harmful to other visitors (or illegal).
6. The COMPANY may disclose your personal information to third parties if The COMPANY discerns that the disclosure is necessary to protect its rights or property, protect someone's health, safety or welfare, or to comply with a law or regulation, court order or other legal process.
6. As discussed in the section on cookies and other technologies, from time to time THE COMPANY may allow a third party to serve advertisements on this web site.
7. If you share information with the advertiser, including by clicking on their ads, this Privacy Policy does not control the advertisers use of your personal information, and you should check the privacy policies of those advertisers and/or ad services to learn about their use of cookies and other technology before linking to an ad.

G. HOW IS PERSONAL INFORMATION USED FOR COMMUNICATIONS?

1. The Coach/Company may contact you periodically by e-mail, mail or telephone to provide information regarding programs, products, services and content that may be of interest to you. In addition, some of the features on this web site allow you to communicate with the COMPANY/COACH using an online form.
2. If your communication requests a response from us, THE COMPANY may send you a response via e-mail. The e-mail response or confirmation may include your personal information. The Coach cannot guarantee that our e-mails to you will be secure from unauthorized interception.

H. HOW IS PERSONAL INFORMATION SECURED?

1. The COMPANY/COACH has implemented generally accepted standards of technology and operational security in order to protect personally-identifiable information from loss, misuse, alteration, or destruction.
2. Only authorized personnel and third party vendors have access to your personal information, and these employees and vendors are required to treat this information as confidential. Despite these precautions, the COMPANY/Coach cannot guarantee that unauthorized persons will not obtain access to your personal information.

I. LINKS

1. This site contains links to other sites that provide information that the COMPANY/Coach consider to be interesting. The COMPANY/Coach is not responsible for the privacy practices or the content of such web sites.

J. PUBLIC DISCUSSIONS

1. This site may provide public discussions on various business valuation topics.
2. Please note that any information you post in these discussions will become public, so please do not post sensitive information in the public discussions.
3. Whenever you publicly disclose information online, that information could be collected and used by others.
4. The COMPANY/Coach is not responsible for any action or policies of any third parties who collect information that users disclose in any such forums on the web site. The COMPANY/Coach does not agree or disagree with anything posted on the discussion board. Also remember that you must comply with our other published policies regarding postings on our public forums.

K. HOW CAN A USER ACCESS, CHANGE, AND/OR DELETE PERSONAL INFORMATION?

1. You may access, correct, update, and/or delete any personally-identifiable information that you submit to the web site.
2. You may also unsubscribe from mailing lists or any registrations on the web site. To do so, please either follow instructions on the page of the web site on which you have provided such information or subscribed or registered or contact us at support@allisonjweaver.coaching

L. CHILDREN'S PRIVACY

1. The COMPANY will not intentionally collect any personal information (such as a child's name or email address) from children under the age of 18.
2. if you think that we have collected personal information from a child under the age of 18, please contact us.

M. CHANGES

1. The COMPANY reserves the right to modify this statement at any time.
2. Any changes to this Privacy Policy will be listed in this section, and if such changes are material, a notice will be included on the home page of the web site for a period of time.
3. If you have any questions about privacy at any time, please contact us at: info@allisonjweaver.consulting

N. Privacy and Confidentiality for the Individual during Sessions.

1. The Client can, at any point in the coaching session, declare his/her preference not to discuss a specific issue, by simply stating that they would rather not discuss this issue. The Coach agrees to respect this boundary and will not attempt to forward the conversation further along those lines.
2. The Coach will work within the professional ethics and guidelines as designated by both the International Coaching Federation (see www.coachfederation.org) and

by the American Psychological Association <http://www.apa.org/> . Copies of the ethical guidelines are available on those websites. This coaching relationship, as well as all information (documented or verbal) that the Client shares with the Coach as part of this relationship, is also bound to confidentiality by the International Association of Coaching's Code of Ethics, but is not considered a legally confidential relationship (like in Medicine or Law). Please see the following link for more information: <https://certifiedcoach.org/about/ethics/>.

3. The Coach will not disclose the Client's name as a reference without the Client's written consent.
4. Confidential information does not include information that: (a) was in the Coach's possession prior to its being furnished by the Client; (b) is generally known to the public or in the Client's industry; (c) is obtained by the Coach from a third party, without breach of any obligation to the Client; (d) is independently developed by the Coach without use of or reference to the Client's confidential information; or (e) that the Coach is required by law to disclose.
5. According to the ethics of our profession, topics may be anonymously and hypothetically shared with other coaching professionals for training, supervision, mentoring, evaluation, further coach professional development and/or consultation purposes.
6. If the Client wishes for the Coach to speak to someone outside of the Client and Coach interactions, the Client agrees to give written permission (original letter, fax or email) to do so.
7. The importance of technology used in communication should not be missed. For some Clients, there may be a risk in using modern technology such as the internet, cell phones, social media, and other communication related technology for coaching sessions. If the Client uses any technology to communicate with the Coach, the Coach will assume that it is appropriate to continue to use that technology in her interactions with the Client.
8. Some sessions may be recorded for quality insurance purposes. Any session recordings will be deleted periodically, and are for the exclusive use of the Coach. Clients should notify the Coach if they are uncomfortable with the recording of any sessions. The Coach will respect each Client's individual wishes.



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