**Privacy Policy for John’s HO & N Trees Effective** 6-6-18

By John Runnells, Owner

**Please read the following points about my Privacy Policy, as it pertains to U.S. contacts and customers. This information is also provided to conform with European requirements, as may be necessary, regarding the General Data Protection Regulation, that went into effect May 25, 2018.**

My business website is hosted on the **Wix.com platform**, which allows me to sell my products and services to you. Your data may be stored through Wix.com’s data storage, databases and their general WIx.com applications. They store your data on secure servers behind a firewall. All direct payment gateways offered by Wix.com and used by my company adhere to the standards set by PCI-DSS as managed by the PCI Security Standards Council, which is a joint effort with brands like Visa, MasterCard, American Express and Discover. PCI-DSS requirements help ensure the secure handling of credit card information by my store its service providers.

It collects and stores information you enter on the website. During your exploration of my website, and as part of the transaction process, my website will collect your personal information you give us such as your name, address, email address, and phone number. This allows me to track purchases, as well as enabling me to reach out to each contact and customer with announcements, sales and my calendar. I do not personally have access to your private payment information (Credit card number, expiration date or CVV security code data)

**Why I/we collect your personal information:**

Name and address allows me to keep track of orders and accurately ship my products to you.

Email allows me to correspond with you; whether you’re an informal contact or on-line customer.

Phone number allows me to reach you and discuss your questions, place or confirm an order and any follow-up indicated. More specifically:

1. To provide services and products from my business.

2. To provide users with customer service.

3. To enable easy and multiple means of contact for Service, Questions, Directives, etc.

4. To create aggreggated statistical data to improve my Services.

5. To comply with any applicable Local and Federal laws and regulations.

**Do I disclose your information to other businesses or interests?**

I do not share or sell your information to other individuals or third-parties. Information may be required to share should a contact or customer be involved in fraud, requiring legal enforcement agencies, based on local regulations.

**How does John Runnells communicate with contacts and customers?**

I most commonly communicate by email; either from my business email ([johnshotrees@gmail.com](mailto:johnshotrees@gmail.com) or through Wix.com, as a “Shout Out”. I may need to discuss the progress of an order, resolve issues, collect fees, or answer questions. I also inform you of new products, highlight special promotions and my involvement at future Train Shows. At times I may need to call to discuss an order, clarify options, or schedule pick-up or delivery. If I’m unable to reach you by email, text or phone, it may be necessary to correspond with you by regular mail; thus needing to have your name and address. If you wish to “Unsubscribe” from my website, simply click on the phrase at the bottom of my Wix “ShoutOut” (“**Unsubscribe**”) and you will be deleted from my contact list.

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**How can you contact John Runnells?**

Email him **at** [**Johnshotrees@gmail.com**](mailto:Johnshotrees@gmail.com) **or by phone at (817) 239-3929 (or text) to make changes, corrections, amendments or deletion of your personal or non-personal information.**

**Wix.com uses the following cookies when you browse my website:**

**Cookie name Life span Purpose**

svSession Permanent Creates activities and BI

hs Session Security

incap\_ses\_${Proxy-ID}${Site-ID Session Security

incap\_visid\_${Proxy-ID}\_${Site-ID} Session Security

nlbi\_{ID} Persistent cookie Security

XSFR-TOKEN Perisstent cookie Security

smSession Two weeks Identifies logged in site members

**Updates to my Privacy Policy:**

I have the right to modify my Wix website Privacy Policy at any time, so please review it periodically. Any changes will take effect immediately upon their posting. A notice of changes made will be posted as they occur as Addendums at the end of my Privacy Policy.

**John Runnells, Owner of John’s HO & N Trees Date: June 6, 2018**