

Ready Built Steel Buildings

Privacy Policy

Ready Built Steel Buildings LLC (“RBSB”), through its website *readybuiltsteelbuildings.com*, delivers products and services through the Internet faster, more effectively and more efficiently than ever before. RBSB is committed to protecting your privacy; particularly any personally identifiable information you share with us. While the RBSB website provides measurable benefits that result from the ability to freely move the information that you provide, RBSB recognizes that this free flow of information must be balanced against privacy.

You are encouraged to read this RBSB Privacy Policy (“Privacy Policy”) which explains data collection and use practices of the website “www.readybuiltsteelbuildings.com” (the “RBSB Website”). By accessing and using the RBSB Website, you consent to the information collection and use practices described in the Privacy Policy. This Privacy Policy is subject to all the terms and conditions set forth in the Terms of Use for the RBSB Website which you may review by reading the *Terms of Use*. You may also contact us in writing by post or facsimile. If our Privacy Policy changes, we will post an updated version on the RBSB Website and the date of the most recent revision will be clearly displayed at the bottom of this page.

We may collect information that you voluntarily submit, for example: customers who register at our web site are asked to provide standard contact information, such as name, mailing and e-mail addresses, and telephone and fax numbers. Our shopping card provider will collect and store information collected for the purpose of executing a transaction; such as, a billing name, credit card number, expiration date, billing address and shipping address from those who wish to buy products and services. It is the policy of our merchant services provider to delete this information from their system after 30 calendar days. We do not store this information in our system. In those instances where the customer may request that we manually enter this type of information, any documents containing the information are destroyed after use and the customer is advised via email that the information has been destroyed.

Sharing your personally identifiable information enables us to offer you several benefits, such as, making it easier and more convenient for you to:

- Register your account information;
- Receive itemized and detailed quotes;
- Request information about your specific interests;
- Receive personalized messages and special offers based on your interests; and
- Save you time by storing your preferences.

RBSB collects individually identifiable information from registered users to complete business transactions, deliver products, administer individual accounts and provide customer support. We ask each registered user to choose whether to receive e-mail updates about RBSB products, and we honor the choices made. However, notwithstanding your choice, we reserve the right to e-mail customers on rare occasions when we think it is of utmost importance to so. We do not allow other uses or disclosures of mail or e-mail addresses or registration information.

We collect some information about our visitors indirectly through standard web logs, including IP address, what browser is being used (e.g., Internet Explorer) and the domain name from which a

visitor entered the site (e.g., www.yoursearchengine.com). Our normal use of this information is to provide our many services or to carry out the transactions you have requested or authorized to administer and improve our web site.

RBSB may employ third party vendors and service providers (“Service Providers”) to perform various functions on its behalf. Services provided by Service Providers may include, but are not limited to, (i) processing credit card or check card payments, (ii) developing, hosting and maintaining the RBSB Website and any related databases, (iii) analyzing data, (iv) managing customer information, (v) communicating about the RBSB website, or (vi) to respond to your specific need for technical or other services related directly to your purchase from RBSB. RBSB does not authorize any of the Service Providers to make any other use of your information or to contact you outside the context of the services related to the RBSB Website. RBSB may also share information with one or more of its affiliated companies (“Affiliated Companies”). The Affiliated Companies may contact you on behalf of RBSB in the context of providing technical or other services to you.

In the normal course of business, we may also share information with accountants, auditors or lawyers, but we require that recipients use the information only for the purpose of the disclosure; that they destroy or return the information when no longer required and that they adhere to our privacy policy. When necessary or appropriate, we may disclose information in response to a court order or subpoena or when otherwise legally required. We may also disclose information if appropriate to protect our web site or our legal rights.

RBSB does not knowingly market to, solicit information from, or sell products to, persons less than 18 years of age. If you are a parent or legal guardian of a child under the age of 18, and your child has provided RBSB with personal information using the RBSB Website, you may contact RBSB using the contact information and we will delete any and all personal information about your child as soon as reasonably possible.

We sometimes use an Internet device known as a cookie to store login or other information on your computer. A cookie is a small amount of information that our web site transfers to your computer. We use cookies to make your use of our website easier and more engaging. For some services, we also offer users the choice of having an ID or password stored in a cookie. One advantage of accepting a cookie is that it allows us to recognize your computer the next time you visit, without bothering you with another request to register. And, if you use our online “shopping cart,” cookies allow us to keep track of the products you purchase and provide you the status of your orders. We may use a third-party contractor to monitor how our customers use our web site and to determine which of our online features they prefer. To provide this service, the contractor uses cookies on our behalf to report information about the products our customers order, as well as aggregated, non-identifiable information about our guests' use of our site. This information is solely for our internal use. Cookies come with some protections. We do not store credit card numbers in cookies. No other website can read a cookie set by RBSB, and we cannot read a cookie that another website wrote to your computer. Most Internet browsers are set to accept cookies. You can reset your browser to refuse cookies and still use our web site, although access may not be as simple. To learn more about cookies, we encourage you to visit the help file for your Internet browser.

The RBSB Website may contain links to or reference third party websites (“Third Party Sites”). These Third Party Sites are not controlled by RBSB and, therefore, are not subject to our Privacy Policy. Except as stated above, we do not provide these Third Party Sites with any of your personal information. You should check the privacy policies of these individual Third Party Sites before providing any personal information to them.

RBSB takes technical, administrative and physical steps to protect against anticipated hazards including unauthorized access to and disclosure of individually identifiable information. Our employees who handle confidential or proprietary information belonging to RBSB, its vendors or

its customers must treat it confidentially and may not disclose the information to unauthorized third parties.

Your personal information can be accessed and changed by contacting RBSB using the contact information provided above and the subject line "Update Contact Information." Please be sure to include your full name and email address when contacting RBSB to edit your personal information. Also, please allow one (1) week for email requests and three (3) weeks for postal mail requests to be fulfilled.

You may remove yourself from any RBSB mailing list by using the following steps, as applicable: (i) clicking on the "My Account" tab, (ii) selecting "Edit Profile," (iii) deselecting the offers via email checkbox, and (iv) clicking on the "Submit" button. You may also remove yourself from any RBSB mailing list (i) by selecting the "remove" link at the bottom of the emails we send through the RBSB mailing list (or by copying the hyperlink and pasting it into a web browser), or (ii) by contacting RBSB via email at support@readybuiltsteelbuildings.com and entering the subject line "Remove from Mailing List." You may also contact us using the information at Contact Us on the website. Please allow one (1) week for email requests and three (3) weeks for postal mail requests to be fulfilled.

RBSB may change this privacy policy at any time without notice. However, if the Privacy Policy changes, we will post an updated version on the RBSB Website. The policy revision date will be posted at the bottom of the page.

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