

Privacy Policy for Computer Teach, Inc.
(Effective September 23, 2009)

Our Commitment to Your Privacy

Computer Teach is dedicated to respecting and protecting your online privacy. All information that is provided to us is kept confidential. This notice is provided to explain to you how and why we collect information, how it is used in order for you to make an informed decision about how you use our website.

Information We Collect

In the course of providing you service we may collect the following information.

- Name
- Address
- Phone Number
- Email Address
- Credit/Debit Card Information

When ordering certain services, such as a gift certificate, you may be able to submit the following information about another person

- Name
- Address
- Phone Number
- Email Address

How We Use the Information

Information that you provide us is collected for internal use only. In the course of contacting, scheduling, billing and providing services to you this information will be used.

We send out helpful tips, class reminders and repair offers through our email system. You can opt out of our email list at any time and will not receive any further emails from except for direct contact regarding a service that we are currently providing you.

We never give out, share or sell information. It is kept secure and accessed only by our staff in the course of providing you service.

Online Credit card sales information is collected only at the time of a transaction. It is not recorded or saved in any way at any time.

Our Commitment To Data Security

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

How To Contact Us

Should you have other questions or concerns about these privacy policies, please call us at 516-773-9847 or send us an email at info@computerteach.net