

***Burand & Associates, LLC***  
***Internet Privacy Policy***  
***Effective Date: 01/07/08; Updated: 01/28/2015***

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This document describes the privacy policy applicable to all Burand & Associates, LLC's ("Burand & Associates") Web sites, including but not limited to [www.burand-associates.com](http://www.burand-associates.com) and [www.burandassociates.com](http://www.burandassociates.com).

**Agreement**

By accessing or using this or any Web site owned by Burand & Associates (collectively, the "Site"), you agree to the terms of the Burand & Associates' Internet Privacy Policy as described herein. If you do not agree to these terms, please do not access or use the Site. Burand & Associates reserves the right to amend this Internet Privacy Policy from time to time at its sole discretion. The most current Internet Privacy Policy governs at all times regardless of when any personal information was provided.

**Data Collection**

As a visitor to the Site, you are not required to provide any personal information to engage in most activities. In connection with some optional activities, however, Burand & Associates may ask you to provide an email address and certain personal information. Burand & Associates may use this information to alert you of special offers, updated information, new services, and other Burand & Associates related information. It is optional for you to engage in these activities and when you do, you do so voluntarily.

If you have provided such information and no longer wish to be contacted by Burand & Associates, you may "opt-out" at any time by sending an email to [info@burand-associates.com](mailto:info@burand-associates.com) with the word "Remove" in the subject.

When you optionally subscribe to any news or subscription service, Burand & Associates uses Wufoo.com to collect your information. Therefore, please review Wufoo.com's privacy policy, which is available on their Web site at [www.wufoo.com](http://www.wufoo.com), before subscribing to any of these services.

**Cookies**

We may use "cookies" to enhance your experience while visiting our site. A cookie is a small amount of information your Web browser places on your hard drive. Cookies cannot retrieve information from your computer nor can they be used to gather personal information.

If you wish to be notified when cookies are placed on your computer, most browsers allow you to set your preferences to notify you when you are sent a cookie so you can decide whether to accept or reject the cookie. You may also set your browser to reject cookies entirely (although

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this may prevent some sites from working).

**Security**

Burand & Associates takes all appropriate and reasonable steps to protect the information you share with us from unauthorized access or disclosure. Your information remains confidential to Burand & Associates. We will not share, trade, sell, or rent your information with any third-party unless ordered by a court of law.

Unless specifically arranged in advance with Burand & Associates, e-mail communication with Burand & Associates is not secure. Therefore, you should not send confidential or sensitive information via unsecured e-mail.

**Linked Sites**

The Site may contain links to external or third-party Web sites, none of which are controlled by Burand & Associates. We are not responsible for the privacy practices, content, products, services, policies, activities, or any security and/or malware issues posed by those sites. When visiting an external or third-party site, you will be governed by the privacy policy applicable to that site and you are responsible for reviewing the privacy policy of that site.