



Privacy Policy Effective Date: 2018-Feb-12

TABLE OF CONTENTS

- [Information I Collect](#)
- [Processing Client Data and Personal Info](#)
- [Client Communications](#)
- [Security](#)
- [Log Information](#)
- [Tracking Technologies](#)
- [Third Party Platforms](#)
- [Surveys and Contests](#)
- [Testimonials](#)
- [Social Media Widgets](#)
- [Children](#)
- [Communications from ZM Global IT](#)
- [Choices About Personal Information](#)
- [Data Integrity](#)
- [Enforcement](#)
- [Policy Updates](#)

Information I collect

I collect information to provide better services to all of my clients – from figuring out basic stuff like which language you speak, to more complex things like how you prefer to complete payments.

Processing Client Data and Person Info

ZM Global IT only processes personal information and user data for the purposes described in this privacy policy. In addition to such purposes as:

- Providing services to users;
- Auditing, research and analysis in order to maintain, protect and improve ZM Global IT services;
- Ensuring the technical functioning of ZM Global IT network; and
- Developing new services.

ZM Global IT processes personal information on its servers in the United States of America. In some cases, personal information may be processed on a server outside a client's own country.

Client communications

When clients send email or other communications to ZM Global IT, those communications may be retained in order to process inquiries, respond to requests and improve ZM Global IT services.

Security

When a product or service is purchased from ZM Global IT, credit card or other payment account information is requested. ZM Global IT encrypts this sensitive information using secure socket layer technology (SSL). ZM Global IT may store this information, in which case it will be maintained in encrypted form on secure servers.

ZM Global IT takes appropriate security measures to protect against unauthorized access to or unauthorized alteration, disclosure or destruction of data. These include internal reviews of data collection, storage and processing practices and security measures, as well as physical security measures to guard against unauthorized access to systems where personal data is stored.

Access to personal information is restricted to ZM Global IT management, who need to know that information in order to operate, develop or improve ZM Global IT services. I am bound by confidentiality obligations and may be subject to discipline, including termination and criminal prosecution, if I fail to meet these obligations.

No method of transmission over the Internet, or method of electronic storage, is 100% secure, however. Therefore, its absolute security cannot be guaranteed. If you have any questions about security on my site, you can ZM Global IT at +1 (419) 407-6115.

Third party personal information will only be used for the purpose for which it was collected.

Clients may contact me by [submitting a support request](#) or by contacting me at +1 (419) 407-6115 to request that I remove this information from my database.

Log information

As is true of most web sites, I gather certain information automatically and store it in log files. This information may include internet protocol (IP) addresses, browser type, internet service provider (ISP), referring/exit pages, operating system, date/time stamp, and/or clickstream data.

This automatically collected data is linked to personal information supplied to ZM Global IT in order to protect clients from fraud, abuse, and other misconduct, and to improve the quality of ZM Global IT services.

Tracking Technologies

ZM Global IT and its partners use cookies or similar technologies to analyze trends, administer the website, track users' movements around the website, and to gather demographic information about our user base as a whole. You can control the use of cookies at the individual browser level, but if you choose to disable cookies, it may limit your use of certain features or functions on our website or service. To manage Flash cookies, please click [here](#).

We partner with a third party to either display advertising on our Web site or to manage our advertising on other sites. Our third party partner may use technologies such as cookies to gather information about your activities on this site and other sites in order to provide you advertising based upon your browsing activities and interests. If you wish to not have this information used for the purpose of serving you interest-based ads, you may opt-out by clicking [here](#) (or if located in the European Union click [here](#)). Please note this does not opt you out of being served ads. You will continue to receive generic ads.

Third Party Platforms

ZM Global IT will use a third party platform and service such as Paypal for the delivery of invoices, and point-of-sale (PoS) payment processing. When using these services it is often required to provide a valid email address for registration. If you provide information during registration on a third party site or service used by ZM Global IT, you grant ZM Global IT permission to share the information you have provided during registration for this event with that service or site partner. Information you provide during registration at ZM Global IT will not be shared, only that information which you provide during registration on the third party platforms registration page will be shared. Their use of your information is subject to their privacy policies.

Surveys and Contests

From time-to-time ZM Global IT may request information from users via surveys or contests on any one of my sites. Participation in these surveys or contests is completely voluntary and the user therefore has a choice whether or not to disclose this information. Information requested may include contact information (such as name and shipping address), and demographic information (such as zip code, age level). Contact information will be used to notify the winners and award prizes. Survey information will be used for purposes of monitoring or improving ZM Global IT services.

Testimonials

Individuals may elect to inform friends or colleagues about ZM Global IT content using the "tell-a-friend" feature. When using this feature, ZM Global IT requests the name and email address of the friend. ZM Global IT stores this information for the sole purpose of sending the friend a one-time email inviting him or her to visit the ZM Global IT website.

The friend or colleague may contact ZM Global IT by [submitting a support request](#) or by contacting us at +1 (419) 407-6115 to request the removal of this information from its database.

From time-to-time ZM Global IT may post a list of select testimonials on its website that contain information such as names, titles, and company logos. ZM Global IT obtains the consent of each user prior to posting any information on such a list or posting testimonials. If you wish to update or delete your testimonial, you can contact us at +1 (419) 407-6115.

Social Media Widgets

My website includes Social Media Features, such as the Facebook Like button and Widgets, such as the Share this button or interactive mini-programs that run on my site. These Features may collect your IP address, which page you are visiting on my site, and may set a cookie to enable the Feature to function properly. Social Media Features and Widgets are either hosted by a third party or hosted directly on my Site. Your interactions with these Features are governed by the privacy policy of the company providing it.

Children

Protecting the privacy of the very young is especially important. ZM Global IT never collects or maintains information from those actually known to be under 13, and no part of the ZM Global IT website is structured to attract anyone under 13.

Communications from ZM Global IT

ZM Global IT may use individuals' personal information to contact them. For example, to respond to comments or requests for information, to provide requested services, or in regard to issues relating to client projects, via email or telephone.

Choices About Personal Information

Individuals have full control over the personal information they provide to ZM Global IT and the manner in which it is used.

If ZM Global IT proposes to use personal information for any purposes other than those described in this privacy policy, an effective way will be provided to opt out of the use of personal information for those other purposes. ZM Global IT will not collect or use sensitive information (confidential medical information, racial or ethnic origins, political or religious beliefs or sexuality, tied to personal information) for purposes other than those described in this privacy policy without first obtaining the individuals' prior consent.

Users can decline to submit personal information to any ZM Global IT services, in which case ZM Global IT may not be able to provide those services to them.

Data Integrity

ZM Global IT processes personal information only for the purposes for which it was collected or subsequently authorized by the individual, and in accordance with this privacy policy. ZM Global IT reviews its data collection, storage and processing practices to ensure that it only collects, stores and processes the personal information needed to provide or improve ZM Global IT services. Reasonable steps are taken to ensure that the personal information ZM Global IT processes is accurate, complete, and current, but it depends on ZM Global IT users to update or correct their personal information whenever necessary.

Enforcement

ZM Global IT regularly reviews its compliance with this privacy policy. Please direct any questions or concerns regarding this privacy policy or ZM Global IT treatment of personal information to the ZM Global IT IT/Security Manager by [submitting a support request](#) through the support center on this website, or by writing to:

ZM Global IT
Attn: Policy Enforcement
2179 Parkdale Ave.
Toledo, OH 43607 USA

ZM Global IT will investigate and attempt to resolve complaints and disputes regarding use and disclosure of personal information in accordance with the principles contained in this privacy policy.

Policy Updates

Please note that this privacy policy may change from time to time. Individuals' rights under this privacy policy will not be reduced without their explicit consent, and most such changes are expected to be minor. Regardless, any privacy policy changes will be posted on this page and, if the changes are significant, a more prominent notice will be provided (for example, on the ZM Global IT home page, or by email notification) prior to the change becoming effective. Each version of this privacy policy will be identified at the top of the page by its effective date.