# Privacy, Security, and Refund Policy.

GreenDisk knows that you care how information about you is used and shared, and we appreciate your trust that we will do so carefully and sensibly. This notice describes our privacy policy. *By visiting greendisk.com, you are accepting the practices described in this Privacy Notice.* 

#### What Personal Information About Customers Does GreenDisk Gather?

GreenDisk only keeps information you provide either at the greendisk.com website or over the
phone that we enter into the system. This includes name, physical address, email address, and
phone. GreenDisk does not store any credit card information. Our merchant processor keeps
transaction information so GreenDisk can apply credits and refunds after a purchase is made..

#### What About Cookies?

• GreenDisk does not place any cookies on your device.

#### Does GreenDisk Share the Information It Receives?

- Information you provide: GreenDisk does not share any customer information. On occasion, a prospect may ask for a referral. GreenDisk would contact a customer in advance to ask permission to pass their name along. For private marketing meetings, we may list the name of a company as having used GreenDisk services.
- Third-Party service providers: We employ other companies and individuals to perform functions on our behalf. Examples include fulfilling orders, delivering packages, receiving boxes of material to be recycled, and providing customer service. They have access to personal information needed to perform their functions but may not use it for other purposes.
- With your consent: Other than as set out above, you will receive notice when information about you might go to third parties, and you will have an opportunity to choose not to share the information.

## **How Secure Is Information About Me?**

- We work to protect the security of your information during transmission by using Secure Sockets Layer (SSL) software, which encrypts information you input.
- We reveal only the last four digits of your credit card numbers when confirming an order. Of
  course, we transmit the entire credit card number to the appropriate credit card company
  during order processing. We do not store credit card numbers in our system for your
  protection.
- It is important for you to protect against unauthorized access to your password and to your computer. Be sure to sign off when finished using a shared computer.

## What About Third-Party Advertisers?

Our site does not include third-party advertising

#### What Choices Do I Have?

• GreenDisk uses your email address to communicate with you about the service you purchase (i.e. an email receipt of your purchase) and components that are integral to you using the

- service (i.e. a shipping label in the Technotrash Pack-IT Service). So, the information we request is the minimal amount required to deliver the service to you.
- If you do not wish to enter credit card information online or provide credit card information for us to enter, you can download an order form from the website, complete all fields, and send in a check to pay for the service.
- If you do not wish to provide your email address or do not have one, you can download the order form from the website as described above. We can provide you with the information you need via U.S. Mail or over the phone in some cases.

## **Conditions of Use, Notices, and Revisions**

• If you choose to visit greendisk.com, your visit and any dispute over privacy is subject to this Notice and our Conditions of Use including limitations on damages, resolution of disputes, and application of the law of the state of Washington. If you have any concern about privacy at greendisk.com, please contact us with a thorough description, and we will try to resolve it. Unless stated otherwise, our current Privacy Notice applies to all information that we have about you and your account. We stand behind the promises we make, however, and will never materially change our policies and practices to make them less protective of customer information collected in the past without the consent of affected customers.

## **Conditions of Use**

By using GreenDisk.com, you agree to these conditions. Please read them carefully.

#### **ELECTRONIC COMMUNICATIONS**

When you use GreenDisk Services, or send e-mails, text messages, and other communications from your desktop or mobile device to us, you may be communicating with us electronically. You consent to receive communications from us electronically, such as e-mails on this site, and you can retain copies of these communications for your records. You agree that all agreements, notices, disclosures, and other communications that we provide to you electronically satisfy any legal requirement that such communications be in writing.

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## YOUR ACCOUNT

You may need your own GreenDisk account to use certain GreenDisk Services, and you may be required to be logged in to the account. You are responsible for maintaining the confidentiality of your account and password and for restricting access to your account, and you agree to accept responsibility for all activities that occur under your account or password. GreenDisk reserves the right to refuse service, terminate accounts, terminate your rights to use GreenDisk Services, remove or edit content, or cancel orders in its sole discretion.

#### **RETURNS AND REFUNDS**

If you are not 100% satisfied with your purchase, you can **return** the service product and get a full **refund** less a "restocking fee" for some service products. For the Technotrash Pack-IT Service, you will be refunded your entire purchase price. GreenDisk absorbs the credit card fees and administrative costs. For all forms of the Technotrash Can service, you will receive a full refund less a restocking fee covering materials and initial shipping. The box(es) should not be returned; they can be used as boxes or recycled locally.

## **PRODUCT DESCRIPTIONS**

GreenDisk attempts to be as accurate as possible. However, GreenDisk does not warrant that product descriptions or other content of any GreenDisk Service is accurate, complete, reliable, current, or errorfree. If a product offered by GreenDisk itself is not as described, your sole remedy is to return it as described in RETURNS AND REFUNDS.

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## SITE POLICIES, MODIFICATION, AND SEVERABILITY

Please review our other policies posted on this site. We reserve the right to make changes to our site, policies, Service Terms, and these Conditions of Use at any time. If any of these conditions shall be deemed invalid, void, or for any reason unenforceable, that condition shall be deemed severable and shall not affect the validity and enforceability of any remaining condition.

## **OUR Contact Information**

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