

# Privacy Policy

## Commitment to Privacy

Thank you for visiting the Total Solutions Web site and reviewing our privacy policy. To better protect your privacy we provide this policy explaining our practices and the choices you can make about the way your information is collected and used.

## Information We Collect

If you request information from or submit information through our on-line contact forms, we ask for and store the business-related information you provide (such as name, email, phone number, etc.) to assist us in responding to your request. This information is used for business contacts only.

If you apply for a job at Total Solutions, we request information about you. This information is used for employment consideration only. Unless you request otherwise, we will keep the information for future consideration.

## Use of Information Collected

As your privacy is important to us, we are committed to the protection of your information and as such we will collect no personal information about you when you visit our Web site unless you choose to provide that information to us. In addition, we will not share any personally identifying information about you with any third party without your permission, unless required by law.

## Use of Cookies

We also collect information through the use of cookies. Cookies are small pieces of data, or data files, which are sent by a web site to your web browser and are stored on your computer. They are used to understand general traffic patterns on [www.TotalSolutions.com](http://www.TotalSolutions.com). The information stored in the cookie is only used for statistical tracking purposes and not for individual identification. In no way does Total Solutions relate personal information to these traffic pattern statistics.

Cookies are also used to pre-fill forms so that you do not need to re-enter the data, for example when you apply for a job online. Accepting a cookie does not give us access to your computer or any personal information about you. We may use the aggregate data to provide feedback to our web designers, content providers or business managers to assist them in improving our web site and services offered.

## 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.

## Our Commitment to Children's Privacy:

Protecting the privacy of the very young is especially important. For that reason, we never

collect or maintain information at our website from those we actually know are under 13, and no part of our website is structured to attract anyone under 13.

#### Links to Other Web Sites

This privacy policy applies only to [www.TotalSolutions.com](http://www.TotalSolutions.com). You should be aware that through links you may be directed to other sites that we do not control. Total Solutions has no control over the privacy policies or practices of these other sites, and is not responsible for the privacy practices or the content of web sites to which we link, list, rank or identify by means of a search. Total Solutions takes no responsibility for the products, services, policies or actions of third parties or the content of third party web sites. We encourage you to be aware when you are leaving our site and to read the privacy policies of each web site you visit.

#### For More Information

Should you have other questions or concerns about these privacy policies, please call us at 256.721.3987 or send us an email at [info@totalsolutions-inc.com](mailto:info@totalsolutions-inc.com).

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