

## **Privacy & Security** - Last modified October 2, 2011

Terry Lanigan values your privacy and appreciates your trust in us. This Privacy Policy explains how we use, share and protect the personally identifiable information that we collect about you ("Personal Information") and the choices you have. This Privacy Policy applies to visitors to [www.terrylanigan.com](http://www.terrylanigan.com) ("Website") and to our online customers. By visiting or using our Website, you agree to this Privacy Policy.

This Privacy Policy does not apply to information about you collected by our affiliates or third party websites that may post links or advertisements on or otherwise be accessible from the Website. The information collected by these affiliates or third party websites is subject to their own privacy policies.

**Information We Collect:** We collect a variety of information from our customers and visitors to the Website. As described below, some information is automatically collected when you visit our Website or purchase something, and some you provide to us when registering or filling out a form, buying a product or service or communicating with us. We may also acquire information from third parties.

**Information You Provide Us:** If you provide us with Personal Information by filling out a form, registering for an account, making a purchase or contacting us, we collect that Personal Information. If you contact our customer services agents, you may also provide us with

**Information about Your Transactions with Us:** When you purchase a product or service, we collect all of your order information, such as the type of product you purchased and the costs of each product.

**Reviews and Public Forums:** We may provide you with the opportunity to review our products or participate in public forums associated with the Website. Any reviews, posts or comments will be public so you should use care before posting information about yourself online.

**Additional Information We Collect:** From time to time, we may acquire additional information about our customers from third parties, such as the U.S. Postal Service. We may incorporate this additional information with the existing information we collect about our customers.

**Where we Process and Store Data:** Our Website processes and stores data in Devonshire, Bermuda and in other locations for back-up and recovery purposes or to enable us to offer you certain services. Depending on where you are located, Bermuda and the other jurisdictions where we store data may not have data protection laws that provide an equivalent level of protection to the laws in your home country or jurisdiction. By using the Website and providing us with your Personal Information, you are consenting to the transfer and processing of your Personal Information in jurisdictions outside of your home country or jurisdiction.

**Cookies and Similar Files:** Our Website uses "cookies" and files that are similar to cookies. Cookies are alphanumeric identifiers created by your browser at our request and stored on your computer. When the cookie is stored on your computer, our Website assigns you a unique customer code. When you return to our Website, we read the cookie to identify you as one of our customers and help recall orders or preferences you have selected. No Personal Information about you is stored on the cookie.

Most Web browsers accept cookies by default, but allow users to reject cookies by changing the browser preferences. If you have set up your browser to reject cookies or if you delete your cookies, some aspects of our Website, including our Shopping Cart, will not work properly.

If you have Adobe's Macromedia Flash installed on your computer, we will also use a file called a Flash Object to store a unique customer code on your computer. Unless deactivated by you, the Flash Object provides us with a backup method for recognizing you and tailoring your experience on our Website in the event that we are unable to identify your cookies.

Flash Objects are stored separately from cookies and not all browsers delete Flash Objects when you delete cookies. You can learn more about Flash Objects and how to disable them by going to the this page on the Adobe website:  
<http://kb2.adobe.com/cps/526/52697ee8.html>.

If you receive emails from Terry Lanigan, we may use Web Beacons and similar technologies allow us to track whether you have opened the message and whether you have clicked on links contained in the message.

This Privacy Policy covers the use of cookies, Flash Objects and similar files by Vistaprint only and does not cover the use of cookies, Flash Objects and similar files by any third party advertisers or websites linked to the Website.

**Use and Disclosure of Information:** We use the information that we collect about you to maintain, improve, and administer our Website, operate our business, provide products and services that you request, administer your account, inform you about products and services that might be of interest to you, and personalize your online experience.

**Business Operations:** In order to carry out certain business functions, such as order fulfillment, payment processing, e-mail delivery, or marketing, we sometimes hire other companies to perform services on our behalf. We may disclose Personal Information that we collect about you to these companies to enable them to perform these services.

**Communicating with You:** We use Personal Information to communicate with you about your order, remind you of orders you have pending and other transactional or administrative updates as well as to send you offers for products and services that may be of interest to you.

**Third Party Offers:** We do not share, rent or sell your phone number or email address without your explicit consent.

**Law Enforcement, Protection of Terry Lanigan and Vistaprint and our Customers:** We may also disclose Personal Information in other circumstances as required by law. We also reserve the right to disclose your Personal Information when we believe such disclosure is appropriate to cooperate with an investigation of activities claimed to be unlawful, to enforce our Terms of Use, or to protect the rights or property of Vistaprint or others.

**Merger, Sale or Acquisition:** In addition, it is possible that in the future another company may acquire Vistaprint or its assets or that Vistaprint may partner with or purchase another company to continue to do business as a combined entity. In the event that any such transaction occurs, it is possible that our customer information, including your Personal Information, may be transferred to the new business entity as one of Vistaprint's assets. In such an event, we will update this policy to reflect any change in ownership or control of your Personal Information.

**Your Choices:** We offer you a variety of choices with respect to how we use and share your Personal Information.

**Communications from Terry Lanigan:** If you do not want to receive email communications from Terry Lanigan, you can also click on the unsubscribe link at the bottom of one of our email newsletters. We may still contact you via mail or phone, unless you request to be added to our Do-Not-Call list, and/or our Do-Not-Mail list by writing to the address below and indicating your preferences. Please be sure to provide your exact name, e-mail address, mailing address and telephone number(s) and the list or lists you would like to be included on (Do-Not-Call, and/or Do-Not-Mail). Even if you opt-out of email marketing or choose to be placed on one of these lists, we may still communicate with you using any of these methods regarding your use of our Website, your orders or your account, or for similar transactional or administrative reasons.

**Updating Your Personal Information:** If you wish to change your name, e-mail address, and/or communication preferences after you have registered, please email [tery@terrylanigan.com](mailto:tery@terrylanigan.com). You may also request these changes by calling 616.502.0739 or writing to the address below.

**Website Security:** We maintain reasonable physical, electronic, and procedural safeguards designed to help us protect your nonpublic Personal Information against loss, misuse, disclosure and alteration. For example, we use Secure Socket Layer (SSL) technology to encrypt your credit card information when you purchase products through our Website.

**Special Notification for California Residents:** Individual customers who reside in California and have provided their Personal Information to Terry Lanigan via Vistaprint may request information about our disclosures of certain categories of Personal Information to third parties for their direct marketing purposes. Such requests must be submitted to us in writing at the address below. This request may be made no more than once per calendar year. We reserve our right not to respond to requests submitted other than to the address specified below.

**Terry Lanigan Address for Written Requests:** Written request may be sent to the following address. When writing to us, please be sure to include your exact name, mailing address, telephone number and specific preferences or request.

Terry Lanigan, LMSW, ACSW, CFT  
233 Washington Ave Suite 208  
Grand Haven MI 49417  
USA

**Changes to this Privacy Policy:** Terry Lanigan may revise this Privacy Policy from time to time by posting a revised Privacy Policy on our Website and changing the last modified date at the top of the Privacy Policy. If we make significant changes to the Privacy Policy, we will note the Privacy Policy has changed on the main page of the Website. We reserve the right to modify this Privacy Policy at any time, so please review it frequently.