

# **Tero International, Inc.**

## **Website Privacy Statement**

**effective as of September 1, 2009**

Thank you for visiting the Tero International website and for reviewing the Tero International, Inc. Privacy Statement. This Privacy Statement is effective as of September 1, 2009.

Tero International, Inc. has designed and manages the website you are viewing. Tero is the owner of the information contained on and collected on the Tero website ([www.tero.com](http://www.tero.com)). This Privacy Statement does not describe information collection practices on other websites, including those linked to or from the Tero website.

Your privacy is important to Tero. This Privacy Statement covers the following areas:

Information Collection and Use  
Protection of Children's Information  
Rules for Use  
Intellectual Property  
Questions and Comments

### **Information Collection and Use**

Visitors to the Tero website provide all personal information on a voluntary basis through visible means of data entry. Any personal information such as your name, organization, mailing address, telephone number and email address, becomes available to Tero only when voluntarily submitted by you and is used to contact you with information about the programs or services for which you have expressed interest. Tero may also use such information to provide advance notice of events and programs. Tero does not rent, sell, or exchange information about you to third parties.

Tero is not responsible for the personally identifiable information you choose to submit in public forums. Whenever you voluntarily post personal information online that is publicly accessible (such as blogs or chat areas), that information can be collected and used by others. We encourage you to use caution and discretion in your postings.

The server on which the Tero website is hosted collects and saves statistical information about how the website is used (such as date and time of your visit, the originating IP address, and the pages requested). If you believe that confidentiality has been compromised, please contact [training@tero.com](mailto:training@tero.com).

### **Protection of Children's Information**

The Tero website does not publish content or collect data that is directed at children.

### **Rules for Use**

You agree not to use the Tero website to send or post any message or material that is unlawful, harassing, defamatory, abusive, threatening, harmful, vulgar, obscene, profane, sexually oriented, threatening, racially offensive, inaccurate, or otherwise objectionable. Tero reserves the right to delete any such material from the Tero website.

You agree not to post or use the Tero website to distribute or send any illegal material of any kind. Posting content or participating in any forum with the intention to commit any illegal activity is strictly prohibited.

### **Intellectual Property**

You acknowledge that Tero permits access to content that is protected by copyrights, trademarks and other intellectual and proprietary rights. These Rights are valid and protected in all media and technologies existing now or later developed. Permission is granted to view, forward and print materials from the Tero website for non-commercial purposes. Any other copying, distribution, retransmission or modification of information or materials on this site, whether in electronic or hard copy form, without the express prior written permission of Tero International, is strictly prohibited.

For permission to reprint any Tero articles, logos or materials from the Tero website, contact:

Rowena Crosbie, President,  
Tero International, Inc.  
1840 NW 118 Street, Suite 107  
Des Moines, Iowa 50325  
Phone: 515-221-2318 (ext. 202)  
Fax: 515-221-2369  
Email: rcrosbie@tero.com

### **Changes to the Privacy Statement**

Tero will occasionally update this Privacy Statement. Updates will be posted on the Tero website home page.

### **Questions and Comments**

Questions or comments regarding the Tero website or this Privacy Statement should be sent by e-mail to: training@tero.com or by U.S. mail to: Tero International, Inc. 1840 NW 118th Street, Suite 107, Des Moines, Iowa 50325.

This Privacy Statement constitutes a binding legal agreement which governs your use of the Tero website. By using the Tero website, you are consenting to be bound by the terms of this agreement. If you do not agree to any of the terms of this agreement, do not make use of this website. This agreement shall be governed by and construed in accordance with the laws of the State of Iowa.