

G-I Office Technologies Privacy Statement

The information you provide, as a G-I Office Technologies customer, will be kept confidential and used to support your relationship with G-I Office Technologies. We want to provide superior customer service by offering you special offers, updated information and other services from G-I Office Technologies. Employees of G-I Office Technologies who have access to your personal information and prospect information are required to keep the information confidential and not use it for any other purpose than to carry out the services they are performing for us. G-I Office Technologies may enhance or merge your information collected at its site with data from third parties for purposes of marketing products or services to you. However, we will never give your information to a third party for purposes of sending unsolicited emails.

You may opt-out of receiving electronic marketing from G-I Office Technologies at any time. This option is located at the bottom of all our email campaigns.

G-I Office Technologies sends information via electronic mail about our various products and services we feel may be of interest to you. Only G-I Office Technologies (or agents working on behalf of G-I Office Technologies and under confidentiality agreements) will send you these direct mailings. If you do not want to receive such mailings, simply call your **Account Executive** or follow the link to update your communication preferences located at the bottom of all our email marketing campaigns.

Your personal information will not be sold by G-I Office Technologies to any outside party.

Information regarding you (such as e-mail address, name, address and phone number) or your order and the products you purchase will not be sold to any outside organization for its use in marketing. Your information may be shared with agents or contractors of G-I Office Technologies for the purpose of performing services therein.