



Privacy Policy

LifeWorx is committed to safeguarding your privacy online. Please read the following policy to understand how your personal information will be treated as you make full use of our web site. This policy may change from time to time so please check back periodically.

Lifeworx respects the privacy of anyone who uses a Lifeworx.com Web site and any online applications which gathers important information from our visitors and customers. We publish this Privacy Policy to communicate how we gather and use information about you, how we protect it, and how you can participate in its protection.

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.

Lifeworx provides its services to you subject to the LifeWorx [Terms of Service](#) and this Privacy Policy, which shall be deemed part of the Terms of Service. We reserve the right to change this Privacy Policy.

Collecting Information

We require people who register to use a Lifeworx.com online applications (the "Services") to give us contact information. Depending on the services chosen, we ask for a limited set of information such as username, e-mail address and password. Organizations that take advantage of our upgrade basic and premium offering must provide additional identification that supports proof of ownership prior to approval of editing rights such as title, department name, fax number and phone number. We have intentionally asked for the minimal data elements to safeguard your privacy.

Lifeworx.com does not distribute or share customer e-mail addresses, except as noted in its Terms of Service, or as may be required by law. Lifeworx.com uses the information we collect to share with other individuals and organizations. We may also use the information, with your permission, to contact you to send information such as announcements of promotions and events, your specific interests, and regarding our company or partners. You may also voluntarily provide us personal information if you email us, inquire about a service, call us, complete an online survey, or otherwise respond to a request from us for information. We may also e-mail a customer newsletter and updates about the Services or the company. You can opt out of receiving these communications by replying to them at the time they are distributed.

All financial and billing information that we collect through Lifeworx.com is used solely to bill for the Services. Lifeworx.com does not use this billing information for marketing or promotional purposes. Except as we explicitly state at the time we request information, or as provided for in the Lifeworx.com Terms of Service, we do not disclose to any third party the information provided.



Lifeworx.com will not review, share, distribute, print, or reference any such data except as provided in the Lifeworx.com Terms of Service, or as may be required by law. Of course, users of the Services are responsible for maintaining the confidentiality and security of their user registration and passwords.

Lifeworx.com may also collect certain information from visitors to a Lifeworx.com Web site and customers of the Services, such as Internet addresses. This information is logged to help diagnose technical problems and to administer the Lifeworx.com Web site and Services in order to constantly improve quality. We may also track and analyze non-identifying and aggregate usage and volume statistical information from visitors and customers and provide such information to third parties.

Sharing Information

Information about our customers is important to our business. We are not in the business of selling personal information to unaffiliated third parties for their commercial use. Under certain circumstances and from time to time, we may share your personal information with third parties as set forth herein.

- *Service Providers.* We may share certain personal information we collect about you with third parties who perform services for us or with whom we contract for the purposes described in this Privacy Policy. For example, we may use third parties to host the Site, operate certain of its features, send emails, print or send mailings, conduct customer research, and manage and analyze data and our advertising effectiveness. These third party service providers are given the information that they need to perform their designated functions and we do not authorize them to use or disclose your personal information for their own or any others' marketing purposes.
- *Promotional Offers.* Sometimes we send offers to selected groups of users on behalf of other businesses. When we do this, we do not give that business your name and address.
- *Legal Requests.* On rare occasions we may be required to disclose your information as is required by law pursuant to lawful requests such as subpoenas, court or agency orders, or as we may reasonably determine to be necessary to protect our rights or the rights of others, to avert harm to persons or property, or to enforce this Privacy Policy.

Cookies

We use third-party advertising companies to serve ads when you visit our website. These companies may use information, collected from cookies, (not including your name, address, email address, or telephone number) about your visits to this and other websites in order to provide advertisements about goods and services of interest to you. If you would like more information about this practice and to know your choices about not having this information used by these companies, please email info@lifeworx.com.

Cookies are files Web browsers place on a computer's hard drive. They are used to help us authenticate clients and provide timesaving shortcuts and preferences. Lifeworx.com LLC uses a persistent encrypted cookie, if the client requests, to save and retrieve individual authentication information as well as other per-client device preferences. When a visitor follows a link to the Lifeworx.com Web site from an affiliate or promotion, Lifeworx.com stores information about that affiliate or promotion in a session cookie. Acceptance of these cookies is optional. Lifeworx.com issues a mandatory session cookie to each user of the Services only to record encrypted authentication information for the duration of a specific session. If



you reject this cookie, access to and usage of the Services will be denied.

Other Third Party Website Links

The Lifeworx.com Web site and online applications contain links to other Web sites. Lifeworx.com is not responsible for the privacy practices or the content of these other Web sites. Customers and visitors must check the policy statement of these others Web sites to understand their policies. Customers and visitors who access a linked site may be disclosing their private information. It is your responsibility to keep such information private and confidential. Lifeworx.com is not necessarily affiliated with the other web site links which may be linked to this site and is not responsible for their content ("Linked Sites"). The Linked Sites are for your convenience only and you access them at your own volition.

Security

Lifeworx.com requires unique user names and passwords that must be entered each time a customer logs on. These safeguards help prevent unauthorized access, maintain data accuracy and assure the appropriate use of data.

Emails

We have in place what we believe to be reasonable physical, electronic and managerial procedures to safeguard the personal information we collect and help prevent unauthorized access and use of such data. Unfortunately, no collection or transmission of information over the Internet can be guaranteed to be 100% secure, and therefore, we cannot guarantee or warrant the security of any such information.

E-mail transmission cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. Lifeworx.com therefore does not accept liability for any errors or omissions in the contents of email messages, which arise as a result of e-mail transmission. Users should never include personal sensitive information in emails.

Lifeworx.com emails should only be viewed by the named addressee. If you are not the named addressee, you should not disseminate, distribute or copy e-mails. Please notify Lifeworx.com immediately by e-mail if you have received any of our e-mails by mistake and delete the e-mail from your system.

Contact Us

If you have questions regarding our Privacy Policy, or if you wish to update the personal information you have provided to us, you may do so by emailing us at info@lifeworx.com.
