

# National Crane Inspection, LLC

PO Box 9186

Voice 513-271-8608

Cincinnati, Ohio 45209

Fax 513-271-3439

## Privacy Policy

National Crane Inspection, LLC (NCI) is committed to maintaining your confidence and trust, and accordingly maintains the following privacy policy to protect your personal information.

### NCI'S Commitment to Security

NCI encrypts billing information wherever the NCI requests it online. Personal information is accessible only by staff designated to handle complaints or requests. All NCI agents with access to personal information are also bound to adhere to this policy as part of their contract with the NCI.

### Personal Information that NCI May Collect

NCI collects the following types of personal information: names, postal and e-mail addresses, phone and facsimile numbers, billing information, and complaint and inquiry information.

NCI may also collect business information from sole proprietorships that are requesting our services, some of which might constitute personal information, as well as personal information from individuals acting solely in their business capacity.

NCI does not collect or maintain information from those actually known to be under the age of 18, and no part of our website is structured to attract anyone under the age of 18.

### How NCI May Use Personal Information

Unless you consent, NCI will use your personal information for the purpose for which it was submitted such as to reply to inquiries, handle your complaints and process billing and business requests.

At any time you can add or remove your name from our mailing list by contacting us at [info@nationalcraneinsp.com](mailto:info@nationalcraneinsp.com) or by calling (513) 271-8608.

### How Your Information May Be Shared

Unless you consent, NCI will use your personal information for the purpose for which it was submitted such as to reply to inquiries, handle your complaints and process billing and business requests. NCI never sells or rents personal information.

We will also release personal information under the following circumstances:

Where release is required by law (for example, a subpoena) or regulation, or is requested by an agency for governmental investigative purposes or governmental proceedings;

Where our records indicate a company may be engaged in fraudulent activity or other deceptive practice's that a governmental agency should be made aware of.

To appropriate persons, where your communication suggests possible harm to others.

### Help Us Keep Your Personal Information Accurate

If your personal information changes or you would like to review the personal information we may have on file, please email us with the new information or your review request at [info@nationalcraneinsp.com](mailto:info@nationalcraneinsp.com) or call (513) 271-8608 .

## **Computer Tracking and Cookies**

Our web site is not set up to track, collect or distribute personal information not entered by its visitors. Our site logs do generate certain kinds of non-identifying site usage data, such as the number of hits and visits to our site. This information is used for internal purposes by technical support staff to provide better services to the public and may also be provided to others, but again, the statistics contain no personal information and cannot be used to gather such information.

A cookie is a small amount of data that is sent to your browser from a Web server and stored on your computer's hard drive. NCI uses non-identifying cookies to provide easier site navigation and access to forms. You can still use the NCI site if your browser is set to reject cookies. Our cookies do not generate personal data, do not read personal data from your machine and are *never* tied to anything that could be used to identify you.

**Effective 11/15/2007**

### **Privacy Notice Table Of Contents:**

[Our Commitment To Privacy](#) [The Information We Collect](#) [How We Use Information](#) [Our Commitment To Data Security](#) [Our Commitment To Children's Privacy](#) [How To Access Or Correct Your Information](#) [How To Contact Us](#)

## **Our Commitment To Privacy**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our homepage and at every point where personally identifiable information may be requested.

### **The Information We Collect:**

This notice applies to all information collected or submitted on the [company name] website. The types of personal information collected at these pages are:

- Name
- Address
- Email address
- Phone number

### **The Way We Use Information:**

We use the information you provide about yourself when placing an order only to complete that request. We do not share this information with outside parties except to the extent necessary to complete that request.

We use the information you provide about someone else when scheduling a service only to mail/ship the requested items and to confirm site/delivery location. We do not share this information with outside parties except to the extent necessary to complete that request.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

We use non-identifying and aggregate information to better design our website and to share with advertisers. For example, we may tell an advertiser that X number of individuals visited a certain area on our website, or that Y number of men and Z number of women filled out our registration form, but we would not disclose anything that could be used to identify those individuals.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the ones described.

## **Our 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 18, and no part of our website is structured to attract anyone under 18.

## **How You Can Access Or Correct Your Information**

You can correct factual errors in your personally identifiable information by sending us a request that credibly shows error.

To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

## **How To Contact Us**

Should you have other questions or concerns about these privacy policies, please call us at 513-271-8608 or send us an email at [info@nationalcraneinsp.com](mailto:info@nationalcraneinsp.com).