

Tax Materials, Inc., Privacy Statement

This privacy policy explains how Tax Materials, Inc. (TMI), uses the personal data we collect.

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What data do we collect?

Depending on the interaction with our site and/or products, TMI may collect the following data:

Personal identification information such as:

- Name
- Email address
- Phone number

- Mailing address

How do we collect your data?

We collect data and process data from various sources:

- Customers/users register online or place an order for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.
- The Freedom of Information Act.
- Google Analytics for site usage details.
- Partnerships in which information is shared to provide purchased products.

How will we use your data?

TMI collects your data so that we can:

- Process your order and manage your account.
- Market to you via email and/or phone calls with special offers on other products and services we think you might like.

We do not share your information with third parties solely for their direct marketing purposes.

When TMI processes your order(s), we may send your data to our payment processor if you use a credit card and use the resulting information to prevent fraudulent purchases.

How do we store your data?

TMI securely stores your data with an industry leading Saas based ERP system.

TMI will keep data collected from our customers indefinitely. However, if a customer requests to have their PII deleted and removed from our system, it can be done via email or phone call to our company.

Marketing

Our Company would like to send you information about products and services of ours that we think you might like, as well as those of our partner companies.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop TMI from contacting you for marketing purposes or giving your data to any of our partner companies.

If you no longer wish to be contacted for marketing purposes, please see our contact information at the end of this document.

What are your data protection rights?

TMI would like to make sure you are fully aware of all of your data protection rights. Every customer/user is entitled to the following:

The right to access – You have the right to request TMI for copies of your personal data.

The right to rectification – You have the right to request that TMI correct any information you believe is inaccurate. You also have the right to request TMI to complete the information you believe is incomplete.

The right to erasure – You have the right to request that TMI erase your personal data.

The right to restrict processing – You have the right to request that TMI restrict the processing of your personal data, under certain conditions.

The right to object to processing – You have the right to object to TMI's processing of

your personal data, under certain conditions.

The right to data portability – You have the right to request that Our Company transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

Call us at: 952-746-5276

Or write to us: info@thetaxbook.com

Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

How do we use cookies?

TMI uses cookies in a range of ways to improve your experience on our website, including:

- Keeping you signed in
- Understanding how you use our website

With respect to cookies: We set and use cookies to manage user sessions for our products and services. This includes our WebLibrary, Education Center, Client Handouts, Message Board and Update Service.

How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Changes to our privacy policy

TMI keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on February 19, 2020.

How to contact us

If you have any questions about TMI's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: info@thetaxbook.com

Call us: 952-746-5276

Or write to us at:

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