

## **IBI Privacy Policy**

This Internet Privacy Policy describes the information that IBI and its subsidiaries and affiliates collect about you, how we use and protect this information, and the choices you can make about how we use this information. This Internet Privacy Policy applies to information, including personal information, collected about you by IBI.

IBI respects individual privacy and values the confidence of its customers, applicants, employees, business partners and others. Not only does IBI strive to collect, use and disclose personal information in a manner consistent with the laws of the countries in which it does business, but it also has a tradition of upholding the highest ethical standards in its business practices.

"Personal information" means any information or set of information that identifies or could be used by or on behalf of IBI to identify an individual. Personal information does not include information that is encoded or anonymous, or publicly available information that has not been combined with non-public personal information.

### **Collection and Use of Personal Information**

IBI may collect information about you from a variety of sources. We may collect information about you that you provide directly, information we collect from you when you visit our website, when you use our products, when you view online advertisements, or from other sources where permitted by law. We use information collected to provide the products and services you request, to tell you about other products and services offered by IBI and to manage our sites and services.

In general, you can visit our website without telling us who you are or revealing any personal information. Nevertheless, IBI may collect personal information through the site. For example, web browser information may be collected, including information of the site from which the browser linked, the identity of an Internet Service Provider, and the type of browser. IBI may use web browser information to track use of the site, popularity, and effectiveness. IBI may use cookies, as allowed and provided for by particular web browsers connected to the site. Our cookies are not linked to personal information.

In addition, IBI may collect personal information that is inputted and communicated to IBI through the site. For example, inputted and communicated information may include first and last name, business name, social security number, physical address, e-mail address, telephone number, or other information associated with a particular business entity or individual. IBI may use inputted and communicated information to contact the particular business entity or individual with respect to IBI services, IBI operations, and IBI employment opportunities, or as needed to address the specific reason for which the information was inputted or communicated to IBI. IBI may retain the inputted and communicated information for its records.

**Changes in this Privacy Statement**

If we decide to change our privacy policy, we will post those changes to this privacy statement, the home page, and other places we deem appropriate so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it.

We reserve the right to modify this privacy statement at any time, so please review it frequently. If we make material changes to this policy, we will notify you here, by email, or by means of a notice on our home page prior to the changes taking effect.

**Contact Us**

If you have any questions regarding our privacy practices or would like to review or update your Personal Information, you may contact us at the following address:

1840 McCullough  
Lima, Ohio 45801