

# The Williams Data Privacy Policy

Effective January 1, 2014

## THE INFORMATION WE COLLECT:

This notice applies to all information collected or submitted on the Williams website. On some pages, you can request proposals and services information, fill out a satisfaction survey, and register to download materials. The personal information collected on these pages includes:

- Name
- Organization name
- Organization address
- Email address
- Phone number

## HOW WE USE INFORMATION:

We collect and use the information you provide about yourself and your organization to communicate with you about our products, services and promotions. We also collect information to improve services provided to Williams clients. We do not share this information with outside parties except to the extent necessary to complete your requests.

We use return email addresses to answer the email we receive and to communicate with you about our products, services and promotions. Such addresses are not used for any other purpose and are not shared with outside parties.

You can register with our website if you would like to download content applicable to our clients as well as receive updates on our new products and services.

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

## HOW TO CONTACT US

Should you have other questions or concerns about these privacy policies, please call us at (323) 234-3453, send us an email at [info@williamsdatamanagement.com](mailto:info@williamsdatamanagement.com), or send a letter to:

Williams Data Management  
Attention: Privacy Policy  
1925 E. Vernon Avenue  
Los Angeles, CA 90058

We will respond to your inquiry or investigate your concern as quickly as possible.