

## PRIVACY POLICY

This privacy policy sets out how Insurance Rehabilitation Study Group (IRSG) / Plan It Forward/ Herald Merchant Services, LLC, uses and protects any information that you give us when you use this website.

IRSG/ Plan it Forward / Herald Merchant Services, LLC is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website; you can be assured that it will only be used in accordance with this privacy statement.

We may collect the following information:

- Name /Company Name/Owner Information
- Contact information including email address
- Demographic information such as preferences and interests
- Other information relevant to customer needs/requests

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services.
- We may periodically send promotional email about new products, special offers or other information which we think you may find interesting using the email address which you have provided.
- We will never sell your information.

### Security

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.