

## OTTAWA DERM CENTRE INC.'S PRIVACY POLICY

The following policy sets forth how Ottawa Derm Centre Inc. ("Derm Centre") collects, uses and discloses the information about the Derm Centre's website users ("Users") that the Derm Centre collects on this website ("User Information"). This policy applies to [www.ottawadermcentre.com](http://www.ottawadermcentre.com). By using or accessing the Derm Centre's website, you are accepting the practices described in this Privacy Policy.

### INFORMATION COLLECTED

Though its website, the Derm Centre may collect identifiable information, including, but not limited to, name, company name, telephone numbers, postal and e-mail addresses relating to the User, and any other identifiable information that the Derm Centre may reasonably require in order to provide products and services to the Users ("User Information").

The Derm Centre may also collect names, postal or e-mail addresses, and phone numbers of non-User visitors ("E-mail List"), who have provided their identifiable information to Users for, among other things, the purpose of receiving products or services or information.

The Derm Centre also collects information necessary to facilitate sending and tracking electronic mail outs for its Users.

The Derm Centre may retain copies of any communications the Derm Centre sends to or receives from Users and other visitors to the Derm Centre's site for its records, but will not use any such information except in accordance with the terms hereof.

The Derm Centre's web server collects and saves the default information customarily logged by world-wide-web server software. Specifically, for each http request received, the date and time, the originating IP address, the object requested, and the completion status of the request is collected and saved.

The Derm Centre may analyze these logs to determine the traffic through the server in hits, the number of pages served, and the level of demand for pages of interest. The Derm Centre may also analyze logs to determine other statistics that may be of value to the Derm Centre.

Users upload content on the Derm Centre website at their own risk. The Derm Centre cannot control the actions of Users and the information that they provide. Therefore, the Derm Centre cannot and does not guarantee that User's content uploaded on the Derm Centre's website will be accurate. Users acknowledge that, even after removal, copies of User's content may remain viewable in cached and archived pages.

Any improper collection or misuse of information provided on the Derm Centre's website is a violation of the Terms of Service and should be reported to [info@ottawadermcentre.com](mailto:info@ottawadermcentre.com).

## USE OF COLLECTED INFORMATION

The Derm Centre may utilize the information submitted by Users to authenticate and/or verify the identity of such Users who may be communicating with the Derm Centre. The Derm Centre may use the information it collects through its website, and other information it collects while authenticating the identity of Users to conduct security and monitoring.

The Derm Centre uses information it collects from Users, including but not limited to the E-mail List, in connection the completion of all mailings on behalf of the Users. The Derm Centre may use such information to operate, maintain and enhance services offered by the Derm Centre. The Derm Centre also uses User Information to monitor compliance with the rules and policies.

The Derm Centre may compile and analyze its User Information into aggregated research reports. Except as may be otherwise agreed in a separate agreement between the Derm Centre and the User, the Derm Centre may share this aggregated data with its business partners.

## USER ACCESS, UPDATE OR DELETION OF INFORMATION COLLECTED BY THE DERM CENTRE

Upon written request, the Derm Centre will provide to User a summary of any User Information retained by the Derm Centre regarding the User. Users have a responsibility to keep certain information current. Users may correct, change or update the User Information and information about their authorized representatives by notifying the Derm Centre in writing of such change. The Derm Centre undertakes to use its best efforts to correct the User Information within a reasonable time after receipt of such request.

## INFORMATION SHARING

The Derm Centre and its authorized representatives have access to the User Information, including the E-mail List. The Derm Centre shares User Information with third parties when the Derm Centre has permission from User, when the Derm Centre believes in good faith that the law requires it, or under the circumstances described below.

The Derm Centre may disclose User Information when the Derm Centre has reason to believe that disclosing User Information is necessary to identify, contact or bring legal action against someone who may be violating the Derm Centre's Terms of Use or may be causing injury to or interference (either intentionally or unintentionally) with the Derm Centre rights or property, other Users, or anyone else who could be harmed by such activities.

The Derm Centre may share non-identifiable User Information with any third parties. From time to time, the Derm Centre may retain the services of third-party service providers and consultants. The Derm Centre may allow these third parties to access User Information.

## COOKIES

The Derm Centre's website may use cookies to recognize each User and allow the Derm Centre to provide customized services and improve the performance and usability of any Derm Centre's website. The Derm Centre may offer certain features that are only available through the use of a "cookie". User is always free to decline our cookies if its browser permits, although in that case such User may not be able to use certain features on all the Derm Centre's websites.

## USER CHOICES REGARDING COLLECTION, USE AND DISTRIBUTION OF USER INFORMATION

By becoming a User, each User agrees that the Derm Centre may collect certain information (as detailed in this Privacy Policy) from and about the User to authenticate the User, if applicable. If a prospective User does not agree to this Privacy Policy, it may not become a User.

The Derm Centre may offer a User through its website or, through a follow-on email, the opportunity to receive offers and information about products and services from the Derm Centre and its partners that the Derm Centre believes may be of interest to the User. The User will be provided a choice whether to accept or not accept this offer. If the User accepts, the Derm Centre (or agents working on behalf of the Derm Centre) may occasionally send the User such information. If this offer is not accepted, then the User will not receive such information.

## USER CONTACT

The Derm Centre reserves the right, but is not obligated to contact Users regarding changes to this Privacy Policy, or any other policies or agreements relevant to a User.

## CHANGES TO THE PRIVACY POLICY

The Derm Centre may change this Privacy Policy at any time and will post the changes to the Privacy Policy on its website. Any change to this Privacy Policy will become upon posting on the Derm Centre's website unless otherwise agreed with User in writing. Continued use of the Derm Centre's website following such period will mean that the User accepts such changes, which shall also bind its authorized representatives. If a User does not agree to any such change, it must cease using the Derm Centre's website.

## CONTACTING THE DERM CENTRE

If you have any questions about this Privacy Policy or our information collection, use and disclosure practices you can contact to [info@ottawadermcentre.com](mailto:info@ottawadermcentre.com).