

## Privacy Policy

This is the privacy policy ("**Privacy Policy**") of Vanessa Vineyard Estate Winery Inc. ("**Vanessa Vineyard**") and governs use of personal information by Vanessa Vineyard, whether such information is collected via our website located at [vanessavineyard.com](http://vanessavineyard.com) ("**WebSite**") or otherwise.

This Privacy Policy explains what Personal Information we obtain from you in your use of the Website, and the steps we take to secure that Personal Information. This Privacy Policy also explains how you can contact us if you have a question about our privacy practices. Vanessa Vineyard will not collect, use or disclose your Personal Information in a way that is incompatible with applicable federal or provincial legislation or this Privacy Policy. In this Privacy Policy, the terms "we", "our" and "us" refer to Vanessa Vineyard. In this Agreement, the terms "you", "user", and "your" refer to a visitor of the Website.

**By submitting Personal Information to us or by otherwise using any of our services or our Website, you hereby consent to the collection, use and disclosure of your Personal Information in accordance with this Privacy Policy.**

**If you do not agree with some or all of this Privacy Policy and are not over the age of 19, please do not use the Website or our services.**

We recommend that you take the time to read this Privacy Policy so that you understand how we handle Personal Information. This Privacy Policy may also change. We will include a "last revised" date on the Privacy Policy as displayed on the Website. We strongly encourage you to refer back to the Privacy Policy periodically.

### **1. How We Collect and Use Personal Information**

For the purposes of this Privacy Policy, the following terms will have the following meanings:

"**Personal Information**" means information about you as an identifiable individual, but does not include "Business Contact Information". Personal Information includes your name, home address, home telephone number, and personal e-mail address.

"**Business Contact Information**" means: your business position, name or title, business address, business telephone number, business email address and business fax number.

At or before the time your Personal Information is collected through the Website, Vanessa Vineyard will identify how your Personal Information will be used or disclosed. Without limiting the foregoing, Vanessa Vineyard may collect your Personal Information for the following purposes:

- *Providing Services.* Your Personal Information may be collected from you and used by Vanessa Vineyard to provide services to you via our Website or otherwise.
- *Sharing Information.* Your Personal Information may be collected from you and used by Vanessa Vineyard so that we can share information about our company, the Website, or our services with you.
- *Service Analysis.* When you use our Website, a cookie may be placed within the memory of your internet access device. A cookie is a small piece of information that a website can store via your internet access device for later retrieval. We may use permanent cookies or server-side artifacts to help us track use of our services by users, including casual visitors to the Website—such as (without limitation) the number and frequency of visits to our pages and which parts of our Website are visited. Similarly, we may also collect IP addresses of users who visit the Website, and use such information to evaluate Website performance and Service quality.

We may also use your Personal Information for such other purposes as may be introduced to this Privacy Policy from time to time upon notice being given to the user. For greater certainty, you hereby agree that sufficient notice includes making the Privacy Policy available on the Website.

**2. Our Disclosure of Personal Information**

**We will not sell, license, trade or rent your Personal Information.** Vanessa Vineyard may disclose Personal Information if a law, regulation, search warrant, subpoena or court order legally requires or authorizes us to do so.

**3. Retention of Personal Information**

We routinely destroy Personal Information that is no longer required for the purposes described herein, in accordance with applicable laws.

**4. Accuracy of Personal Information**

Vanessa Vineyard takes reasonable steps to ensure that any Personal Information in our custody is accurate and up-to-date for the purposes for which the Personal Information is to be used by Vanessa Vineyard. In most instances, we rely on users of the services to notify us of any changes to their Personal Information.

**5. How We Protect Your Personal Information**

Vanessa Vineyard uses reasonable and appropriate measures designed to help you secure your Personal Information against accidental or unlawful loss, access or disclosure. Only staff and service providers who have a legitimate business purpose for accessing the Personal Information collected by us are authorized to do so. Unauthorized use of Personal Information by anyone affiliated with Vanessa Vineyard is prohibited and constitutes grounds for disciplinary action.

**6. Links to Third Party Sites**

The use of our Services may lead you to third party websites. Those organizations are separate and distinct from Vanessa Vineyard and have their own separate privacy policies. We are not responsible in any way for how any third party collects, uses or discloses your Personal Information, so it is important to familiarize yourself with the privacy policies of these websites before providing your Personal Information to them.

**7. Individual Access**

Upon written request to [info@vanessavineyard.com](mailto:info@vanessavineyard.com) you will be informed of the existence, use and disclosure of your Personal Information, and will be given access to that Personal Information. Vanessa Vineyard provides an opportunity for individuals to challenge the accuracy and completeness of the Personal Information and have it amended as appropriate.

**8. Contacting Us**

Accountability with respect to your Personal Information is important to Vanessa Vineyard. In the event that you have any questions, including how Personal Information is managed by Vanessa Vineyard), complaints or concerns about this Privacy Policy, or if you have reason to believe that we may have failed to adhere to it, please contact us by sending an email. Questions regarding your rights and responsibilities under this Privacy Policy, can be directed to [info@vanessavineyard.com](mailto:info@vanessavineyard.com).