

SHERBURNE TELESYSTEMS® DBA CONNECTIONS-ETC. ® & NORTHSTAR ACCESS® PRIVACY POLICY

What information does this Web site gather?

Sherburne Tele Systems collects personal information when you provide it to us, including elements like name, address, telephone number, and e-mail addresses. Sherburne Tele Systems may also collect things like credit card numbers, debit card numbers, checking or savings account numbers, and social security numbers when you provide them to us in order to set up an on-line account for viewing your records or making payments.

When you register for an on-line account to view and/or pay your bill online we store the information you provide to make it easier for you to shop and purchase from us in the future. You have access to your account information when you set-up an on-line account, or by calling in to our local office during business hours.

Sherburne Tele Systems does not knowingly collect or store any personal information, even in aggregate, about children under the age of 13.

What happens when I provide personal information on this Web site?

When you supply information for a specific purpose, we use the information for that purpose, such as making an on-line payment or ordering services. We use this information in the same way that we use it when we obtain it in a non-electronic manner.

This can include:

- Publishing your name and number in directories.
- Evaluating your service needs and contacting you with further questions or to offer complimentary new services.
- If the way we use personally identifiable information changes, we will update this policy and publish it for your viewing.

At any time:

- You may opt out of e-mail notifications and newsletters by unsubscribing at the bottom of each publication. This will remove you from that mailing list.
- Update your profile by logging in to your account or calling our business office during business hours.

Email Information

If you choose to correspond with us through email, we may retain the content of your email messages together with your email address and our responses to better assist you.

Does Sherburne Tele Systems sell or give my personal information to non-Sherburne Tele-Systems companies?

No. We do not disclose personally identifiable information to non-Sherburne Tele Systems companies or anyone outside our company. The only exceptions to this are:

- If it is required by law, or if we believe it is required to protect our rights.
- Disclosure is necessary to protect the safety of the public, our employees, or the company.
- Sharing data with our vendors and contractors only when necessary to complete a transaction, perform a service on Sherburne Tele Systems' behalf, or perform a service that the customer has requested.

- Customer information may be disclosed in the event that the company merges with another or is sold.

Sherburne Tele Systems requires that third parties with which it shares customer information not use such information for any purpose other than that for which the information was shared.

What Are Cookies?

A cookie is a very small text document, which often includes an anonymous unique identifier. When you visit a Web site, that site's computer asks your computer for permission to store this file in a part of your hard drive specifically designated for cookies. Each Web site can send its own cookie to your browser if your browser's preferences allow it, but (to protect your privacy) your browser only permits a Web site to access the cookies it has already sent to you, not the cookies sent to you by other sites.

What does Sherburne Tele Systems do with non-personally identifiable information collected automatically?

Sherburne Tele Systems uses a cookie for the purpose of managing your on-line session while you are logged in to view your records, pay your bill, or make changes to your account. It is a temporary cookie and goes away once you are logged out of your on line session or when your session expires.

For security purposes Sherburne Tele Systems also records the IP addresses from which on-line sessions are initiated each time a user logs in to your on line account.

What does Sherburne Tele Systems do with personally identifiable information?

Personal information you voluntarily supply is not shared for non-Sherburne Tele Systems purposes.

Does this site send e-mail to site visitors?

In order to provide you with current information regarding monthly bills, and inform of current issues and special offers related to Sherburne Tele Systems services, we may send e-mails to customers and others who have provided us with their e-mail address or who are our Internet customer. Unless you have chosen to opt out of these e-mails, this includes:

- Inform you that your bill is available for review on line.
- To request an on line survey.
- To provide marketing information about Sherburne Tele Systems products and services.

Customers may opt out of these e-mail notifications by clicking the link at the bottom of each e-mail to unsubscribe.

Sherburne Tele Systems also reserves the right to communicate via e-mail, even if you have opted out, for the following reasons:

- To respond to an e-mail from you
- To notify you of service affecting issues or product changes
- To confirm transactions, orders, payments and registrations placed online
- To send information that a customer or potential customer requested
- To provide emergency, security and online account maintenance information

How Do We Secure Information Transmissions?

Email is not recognized as a secure medium of communication. For this reason, we request that you do not send private information to us by email. Some of the information you may enter on our Web site may be transmitted securely via Secure Sockets Layer SSL, 128 bit encryption services. Pages utilizing this technology will have URLs that start with HTTPS instead of HTTP. All information transmitted through the on line billing section of our website is transmitted using Secure Sockets Layer SSL. Please contact us if you have any questions or concerns.

What About Other Web Sites Linked to Our Web Site?

We are not responsible for the practices employed by Web sites linked to or from our Web site nor the information or content contained therein. Often links to other Web sites are provided solely as pointers to information on topics that may be useful to the users of our Web site.

Please remember that when you use a link to go from our Web site to another Web site, our Privacy Policy is no longer in effect. Your browsing and interaction on any other Web site, including Web sites which have a link on our Web site, is subject to that Web site's own rules and policies. Please read over those rules and policies before proceeding.

How will I be notified of changes to this policy?

This privacy policy is subject to change. When there are changes to this privacy policy Sherburne Tele Systems will post notice of this fact on the web page for thirty days.

Whom do I contact if I find errors on my account; or if I am concerned, or have questions, about my Privacy at Sherburne Tele Systems?

If you find errors on your account, or feel your privacy has been violated please contact our office for assistance. Third party dispute resolution is also available through the Better Business Bureau of which Sherburne Tele Systems is a member.

Your Consent

By using our Web site you consent to our collection and use of your personal information as described in this Privacy Policy.

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