

PRIVACY POLICY

Our Privacy Commitment

Express tax & Bookkeeping Services, LLC. (ETBS) is fully committed to **protecting your privacy** while you use our site. We are particularly sensitive to the fact that your personal and business information is of utmost importance to you. That is why we employ the best technology available, coupled with our solemn commitment to protecting your privacy.

How We Collect Information

At Registration. In order for us to set-up your account and serve you better, we ask, at initial registration and from time to time thereafter, that you share some basic information with us (Specifically, your name, your address, company information, etc.). The information you provide is used only for registration purposes and to set up your account with ETBS. You may choose to receive select newsletters and communications from us and/or our affiliates from time to time. This is an opt-in feature, which means you will be sent the above newsletters and emails only if you have agreed to receive them.

We will not knowingly give, sell, rent, or loan any identifiable personal or corporate information to any third party, unless we have obtained prior consent from you or we are legally required to do so.

Communications With You

From time to time, and only if you have agreed to do so by registering with us, we will send you certain correspondence, with information you specifically requested. These will take the form of emails, online newsletters (also in form of emails), pop-up windows, promotional and confirmation letters. These changes may include changes to our privacy policy, terms and conditions, new available features, and deleted features.

Your Account Information is Always Protected

ETBS considers your private information very seriously. As a result, **we will never share personal or business information with any third party, unless we first obtain your permission** or we are legally bound to do so. We may, however, share aggregate statistical information regarding our customers, each of whom is bound by their own privacy policies and applicable laws. This information will always be in aggregate and will not be individual and personal in nature. For instance, we may provide statistical information on the number of new customers signed on with ETBS in a given month. We will never inform our partners of information that may be personal in nature, unless we specifically obtain your prior consent.

ETBS may partner with third parties to provide a more comprehensive service offering to you such as third party content, links, sponsored messages, etc. These parties are not allowed access to personally identifiable information, including emails, nor do they require such access to provide their services. **ETBS does not share email information with its partners**, preventing them from sending any emails to you directly. We require all such vendors and partners to adhere to our confidentiality and privacy standards and to destroy any customer data in their possession, if any, once the services are completed. However, ETBS is not responsible for the privacy practices or the content of these Sites

Third Party Links

You may see various links throughout the site that lead you to another website, outside of ETBS. These sites may include our affiliates, partners, sponsors, etc. Because these links are third party links, ETBS is not responsible for the privacy practices or any privacy issues that may arise on the linked sites. Please refer to the respective third party's privacy policies.

Notification of Changes

If we decide to change our privacy policy, we will inform you so our users are always aware of what information we collect, how we use it, and under circumstances, if any, we disclose it. If at any point we decide to use personally identifiable information in a manner different from that stated at the time it was collected, we will notify users by way of an email and wait for your consent. Users will have a choice as to whether or not we use their information in this different manner. We will use information in accordance with the privacy policy under which the information was collected.

Your Consent

By using our Web site, you consent to the collection and use of the information as outlined above by ETBS.

Contact Us

Please do not hesitate to contact us if you have any questions regarding this Privacy Statement or any other aspect of ETBS. Our team will ensure that your inquiries get answered in a timely manner. Please email us at info@etbsfl.com. Or you may write to us at our corporate office at:

ETBS, LLC
3640-B3 N. Federal Hwy
315
Lighthouse Point, FL 33064

I have read and understand the ETBS Policy and Procedures.

X _____
Signature

Name
