

Family Photo Solutions

Privacy Policy

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PRIVACY POLICY

[Services provided by Family Photo Solutions]

(or "we", "us", "our", etc.)

Effective date: January 1, 2020

Family Photo Solutions is committed to maintaining the privacy of individuals and protecting personal information in its custody or control. This Policy describes and summarizes the practices of Family Photo Solutions with respect to our collection, use or disclosure of personal Information, and describes the obligations and practices of Family Photo Solutions under the Personal Information Protection Act (Alberta) ("PIPA") and, if and as applicable, the Personal Information Protection and Electronic Documents Act (Canada, "PIPEDA").

In this Policy, the following terms have the meanings below:

- Personal information means information about an identifiable individual, which does not include information of an aggregate or anonymous nature where a specific individual or individuals cannot be identified. Personal Information also does not include business contact information, as long as business contact information is used to contact an individual in their capacity as an employee or official of an organization, and for no other purpose.
- Business contact information means an individual's name and position or title as an official or employee of an organization, as well as their business telephone number, business address, business e-mail, business fax number and other business contact information.

Sources of Personal Information

Family Photo Solutions generally collects, uses and discloses personal information about the following types of individuals:

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- Clients of Family Photo Solutions;
- Employees and independent contractors (where such contractors are individuals) of Family Photo Solutions for the purposes of establishing, managing and terminating employment and contractor relationships; and
- Other individuals who may voluntarily choose to provide Family Photo Solutions with personal information.

Notification and consent

Subject to this Policy and applicable legislation, Family Photo Solutions will identify the purposes for collection, use and disclosure in advance of collection, and will notify the individual of the purposes for collection, use or disclosure at or before the time of collection.

The law generally provides that an individual is deemed to consent to the collection, use or disclosure of personal information about that individual for a particular purpose if the individual voluntarily provides the information for that purpose, and it is reasonable that a person would voluntarily provide that information. If you provide personal information to us voluntarily, we will rely on deemed consent and consider that you consent to our collection, use or disclosure of your personal information as necessary to carry out the purposes for which you provided the information. Submitting a contact form on this website, or contacting Family Photo Solutions by email or telephone implies consent.

Where a new purpose for the use or disclosure of personal information previously collected arises, Family Photo Solutions will contact the individual in question to obtain any required consent or to provide any required notification for use and/or disclosure for such new purpose or purposes.

Why we collect, use and disclose personal information

Family Photo Solutions generally collects, uses and discloses personal information for business purposes including the following:

- Clients: To establish, maintain, manage and terminate relationships with clients, to communicate with clients for reasons related to our business and our services, to respond to inquiries, to provide clients with information with their consent, and to process payments and deliver products or services.
- Employees: To establish, maintain, manage and terminate employment or contractor relationships.
- Other individuals: Personal information from other individuals may be collected when such individuals contact Family Photo Solutions for a variety of reasons personal to them, and then used and disclosed as required to respond. For example, if you contact us with an inquiry, we will use the information you provide to assist us in responding to you and communicating with you.

Retention and destruction of personal information

Alberta law allows us, for legal or business purposes, to retain personal information for as long as is reasonable. Upon expiry of an appropriate retention period, bearing in mind reasonable legal and business requirements, personal information will either be destroyed in a secure manner or made anonymous. Should consent to our collection, use, disclosure or retention of personal information be revoked by the individual in question, the law also allows us to continue to retain the information for as long as is reasonable for legal or business purposes.

Outsourcing and Data Hosting Outside of Canada

Family Photo Solutions may use "cloud computing" third party service providers, and those providers may be either in or outside Canada, and the data housed, hosted and processed by such providers may reside in or outside of Canada, and may include personal information about individuals.

CASL Compliance

Canada has implemented stringent legislation (Generally referred to as Canadian Anti-Spam Legislation, or "CASL") prohibiting commercial electronic communications without adequate consent, and without an adequate unsubscribe mechanism. Commercial electronic communications ("CEM's") are defined as emails and text messages. It is the policy of Family Photo Solutions to not send CEMs without valid legal consent from the recipient, and it is the policy of Family Photo Solutions to always use the unsubscribe mechanisms prescribed by CASL.

Security

We adopt appropriate data collection, storage and processing practices and security measures to protect against unauthorized access, alteration, disclosure or destruction of personal information, username, password, transaction information and data in our possession or stored on our website. We delete and destroy any record of client usernames and passwords supplied to us as soon as we complete and review their project work.

Updating

Family Photo Solutions has the discretion to update this privacy policy at any time. When we do, we will revise the updated date at the bottom of this page. We encourage Users to frequently check this page for any changes to stay informed about how we are helping to protect the personal information we collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications.

Your acceptance of these terms

By using this website, you signify your acceptance of this policy. If you do not agree to this policy, please do not use our website. Your continued use of the website following the posting of changes to this policy will be deemed your acceptance of those changes.

Privacy Policy last updated September 21, 2020