

## **Privacy Policy – Progressive Furniture Website (3/7/22)**

### **Privacy Statement**

Progressive Furniture, Inc. has created this privacy policy in order to document and communicate our commitment to doing business with the highest ethical standards and appropriate controls.

We respect your privacy. Information you entrust to Progressive Furniture, Inc. will be handled with the greatest care. We will not use the information in ways to which you have not consented or is not required by law.

### **Scope**

This privacy policy applies to [www.progressivefurniture.com](http://www.progressivefurniture.com).

This website contains links to other websites. Please be aware that we are not responsible for the security or privacy practices of such other websites, or the content appearing at these websites. We encourage our users to be aware when they leave our website and to read the privacy policies of each and every website that collects personally identifiable information. Progressive Furniture, Inc. does not endorse any of the products or services marketed at these other websites.

### **Information Collection and Use**

Progressive Furniture, Inc. is the sole owner of the information collected on this website. We will not sell or rent this information to others, although we may occasionally share data with select strategic partners for aggregate and segmentation analysis only. We collect information from our users at several different points on our website.

### **Surveys & Contests**

From time-to-time our website requests information from users via surveys or contests. Participation in these surveys or contests is completely voluntary and the user therefore has a choice whether or not to disclose this information. Information requested may include contact information (such as name and shipping address), and demographic information (such as zip code, age level). Contact information will be used to notify the winners and award prizes. Survey information will be used for purposes of monitoring or improving the use and satisfaction of this website.

### **Cookies**

A cookie is a piece of data stored on the user's hard drive containing information about the user and their usage of our web site. Our website uses cookies so we can "remember" information about preferences which allows users to move within our website without reestablishing these settings, enhancing the user experience. Cookies can also enable us to track and target the interests of our users to enhance the experience on our site. In order to perform internal market research analysis, we may compile demographic statistics about our users based on activities such as item/dealer searches and visited pages. If a user rejects the cookie, they may still use our website. The only drawback to this is

that the user will be limited in some areas of our website and user preferences will not be stored for future browsing.

### **Sharing**

We collect aggregated demographic information on our website. For instance, on our dealer locator searches we track the search details (including zip code, product model number and date searched). This is not linked to any personal information that can identify any individual person. This information may be shared with our business partners.

### **Children**

We do not attempt to collect personal information from children, and we do not provide services to children. The Progressive Furniture, Inc. website is not directed to children under age 18, and we do not knowingly collect personal information from children under age 18. If a child sends personal information to us, and this information can be identified as originating from a child, the information will be deleted. We cannot always determine which information originates with a user that is a child. We do not maintain databases about children.

### **Compelled Disclosure**

There may be times when we are required by law to disclose the information that you have submitted. Unless we are legally prohibited to do so, we will do our best to provide you with notice that a request for your information has been made to give you an opportunity to object to the disclosure. If you do not challenge the disclosure request, we may be legally required to turn over your information.

### **Website Security**

Our website is protected with a variety of security measures such as change control procedures, passwords, and physical access controls. We also employ a variety of other mechanisms to ensure that data you provide is not lost, misused, or altered inappropriately. These controls include data confidentiality policies and regular database backups.

**Encryption Policy** - We use SSL/TLS encryption to protect the information you submit to us.

**Storage of Personally Identifiable Information (PII)** - We do not store any personally identifiable information on our servers, except for transactional data needed for processing orders.

**Accountability** - Information security personnel ensure the security of the information we process and store.

**Policies and Procedures** - Progressive Furniture, Inc. has internal policies and procedures to limit access to your information to only those who have a business need to view it.

**Collecting Confidential Information** - This website will always use encryption when collecting personal information via web forms. Web site users can identify these forms by looking in the address bar of the browser, where the "https" in the URL indicates a secure connection. Website users can also view the "padlock" icon within the browser window. A closed padlock indicates an encrypted connection.

**Access to Personal Information** - We make every effort to keep our records accurate. We will make appropriate changes when you notify us. If you want to view, update or delete the information we have about you in our database, please contact us. We will follow procedures to verify your identity before providing this information to further protect your privacy.

## **Privacy Policy Issues**

**Notification of Changes** - If we decide to change our privacy policy (due to legal or regulatory requirements or other reason), we will post those changes on this policy page so our users are always aware. We recommend you visit our website to review our privacy policies occasionally.

If you have any specific questions or concerns about our privacy policy or practices, including any suspected potential disclosures of your personal information, please use the following contact information:

Consumer Services  
Progressive Furniture, Inc.  
502 Middle Street  
Archbold, Ohio 43502  
419-446-4500  
[info@progressivefurniture.com](mailto:info@progressivefurniture.com)