

**Nita Microtek**,s policies and procedures for handling customer information have been created with the understanding that Internet technologies are still evolving and that Internet business methods are continuing to evolve to meet the needs and opportunities of the changing technologies. As a result, **Nita Microtek**'s policies and procedures are subject to change.

In the course of serving its customers, **Nita Microtek** acquires, stores and transmits customer communications and information that customers may regard as private or sensitive. Some of this information - such as the customer's name, address, telephone number, and credit card data - is provided to **Nita Microtek** by its customers in order to establish service. Other information - such as the customer's account status, choice of services, and customer logs - is created and maintained by **Nita Microtek** in the normal course of providing service. **Nita Microtek** also uses cookies, which are small pieces of information that a web site can store in a designated file on a user's computer for various reasons. For example, **Nita Microtek** uses cookies on the landing pages of products sold online which record the customer information that is required on the order form. This information is then forwarded to an internal sales tracking database within **Nita Microtek**. In addition, **Nita Microtek** may store customers' electronic mail and other communications as a necessary incident to the transmission and delivery of those communications.

### **Data Security**

**Nita Microtek** will protect the confidentiality of its customers' information, account information and personal communications in consistency with the law and the legitimate interests of **Nita Microtek**, its partners, its employees and other customers of services.  
**Nita Microtek**

In an effort to keep customer data confidential, all **Nita Microtek** employees are required to sign an Employee Confidentiality Agreement that includes the following statement to protect customer data:

I recognize that the Company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the Company's part to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation or to use it except as necessary in carrying out my work for the Company consistent with the Company's agreement with such third party.

### **How is customer information used?**

#### **Nita Microtek**

**may** use customer information to provide its customers with system information or information about new or upgraded products. **Nita Microtek** does not rent, sell, or share customer data or personal information with any third parties.

## **Opt Out & Modifications**

Customers may opt out of receiving notices of new or upgraded products from **Nita Microtek** and **Nita Microtek** partners by sending an Email to [info@nitamicrotek.com](mailto:info@nitamicrotek.com) or by following the unsubscribe instructions at the bottom of any Email notice that they receive from **Nita Microtek**. However, customers may not opt out of receiving information from **Nita Microtek** which is essential for maintaining or updating customers' accounts or system information.

Most customers may access and modify their personal information via their online personal control panel/account information page. All other customers may access and modify their personal information by contacting at Nita Microtek

## **Disclosure of Customer Information and Communications**

**Nita Microtek** will not otherwise disclose its customers' personal and account information unless **Nita Microtek** has reason to believe that disclosing such information is necessary to identify, make contact with, or bring legal action against someone who may be causing harm or interfering with the rights or property of **Nita Microtek**, **Nita Microtek**'s customers, or others, or where **Nita Microtek** has a good faith belief that the law requires such disclosure.

**Nita Microtek** also will not, except for reasons stated below, disclose to third parties the contents of any electronic mail or other electronic communications that **Nita Microtek** stores or transmits for its customers. The circumstances under which **Nita Microtek** will disclose such electronic customer communications are when:

- it is necessary in order to provide service to the customer;
- it is necessary to protect the legitimate interests of **Nita Microtek** and its customers;
- it is required to cooperate with interception orders, warrants, or other legal process that **Nita Microtek** determines in its sole discretion to be valid and enforceable; and
- it is necessary to provide to a law enforcement agency when the contents are inadvertently obtained by and appear to **Nita Microtek** pertain to the commission of a crime.

**Nita Microtek** disclaims any intention to censor, edit or engage in ongoing review or surveillance of communications stored on or transmitted through its facilities by customers or others. **Nita Microtek** will, however, review, delete or block access to communications that may harm Nita Microtek, its customers or third parties. The grounds on which **Nita Microtek** may take such action include, but are not limited to, actual or potential violations of **Nita Microtek**'s Acceptable Use Policy.

## **Linked Web Sites**

This site contains links to external Web Sites. **Nita Microtek** is not responsible for the privacy practices or the content of these external Web sites.

## **Our Mission**

To provide customers with a complete solution to all their current and future web presence needs.

## **Our Infrastructure**

Our hosting servers are in the US. Superb Internet Corporation is our infrastructure partner. We are a Microsoft SPLA Partner. We are also a Silver Partner to Parallels, the company that sells hosting control panels like Plesk, Virtuozzo etc.

## **Our clientele**

. We have a large portfolio of design customers. Refer clients page of our website.