## Privacy Policy-On-Line Transactions

Welcome to the website of Thealdennetwork.com. This site is owned by Alden Management Services, Inc. and this Privacy Policy applies to On-Line Transactions.

Patients are able to pay their bills and charges online. Our financial services provider manages and operates the online bill payment feature, including the processing of credit card, debit card and e-check bank accounting withdrawals. Please consult the website of our service providers for their terms of use and privacy practices. The information can be found at: www.elavon.com.

Thealdennetwork.com knows that you care how information about you is used and shared, and we appreciate your trust that we will do so carefully and sensibly. We value our customers and understand your concerns about privacy. Thus, we have instituted policies intended to ensure your personal information is handled in a safe and responsible manner.

This notice describes our privacy policy. By visiting thealdennetwork.com, you are accepting the practice described in this Privacy notice.

This Privacy Policy includes examples of the types of personal information we may collect and how it is handled. We do not sell or rent the information you provide to us. However, we do share your information with third parties under certain circumstances. The examples provided below are illustrative and should not be considered a complete inventory of our information collection, use and sharing practices.

Thealdennetwork.com is providing this Privacy Policy to you so that you understand how we use the information you provide. Privacy is our primary concern for users of our online services.

- 1. We record email contact information strictly for our internal use. We do not sell or distribute personal information.
- We send confirmation emails regarding payments and certain types of maintenance. Confirmation emails help guard against fraudulent use of the system.
- 3. We record your use of the system to the extent we are aware of when log-in occurs. We also keep statistics about how the system is used. This information helps us plan better services and improve system performance.
- 4. We use encrypted transmission (Secure Socket Layer SSL) for all transactions on our billing site.
- 5. We use cookies for our internal use only. They are required to maintain session information.
- 6. We do not share cookies with any outside agency.
- 7. We do not place shared cookies or customer profiling banner ads on our pages.
- 8. We do not retain credit card information (unless you specifically tell us to for your convenience) except for audit trails which are used to prove transactions. The audit trails have portions of the card number marked out for enhanced privacy.
- 9. If a credit card account is being used for a transaction, preapproval may be obtained for an amount up to the amount of the payment.

Furthermore, we will comply with laws regarding the protection of your privacy both now and in the future. If you have any questions regarding our Privacy Policy, please contact us.