

Dr Vodder School International

Privacy Policy

Gay Lee Gulbrandson, Instructor

The Dr. Vodder School and Instructors wish to protect your personal information from misuse by others and ensure that we are only holding the information that you give us consent to hold. Our desire is to serve you better and ensure that not only is the information we have accurate and up-to-date, but that no unnecessary information is being stored by us. This document explains the procedures we have in place to protect your privacy and inform you of options you have regarding how we use your information.

Why do we need to collect personal information?

This may seem obvious at first and you have the right to know what information we are keeping. Paper records prepared by you to us are kept for reference. We need to have this information in order to contact you about trainings being offered or products available, record product sales and information on courses completed.

What information do we collect and how is it stored?

You have voluntarily provided contact information to us that is kept on file. If you have taken training with us, then course records are kept. If you have purchased products, then purchasing history is recorded.

All data that we collect is stored in a secure place or on our computers that are password protected (along with other levels of electronic security). We want to assure you that we are very interested in maintaining strict confidentiality of your information and that no personal information will be given to third parties, except as stated above, unless we are legally required to.

Implicit (deemed or implied) consent

For the purposes described above and with regard to disclosure, your viewing/receipt of this Privacy Policy will be deemed as consent unless you advise us in writing that you do not wish us to use, disclose or collect further information.

Withdrawal of consent

At any time and with reasonable notice, you have the right to withdraw consent for us to use, disclose or collect information about you. If the withdrawal of consent would frustrate the performance of any legal obligations, your consent may not be withdrawn. Withdrawing consent may also affect our ability to provide you with information regarding products and services that we offer. It may also affect the way that we are able to do business with you.

Right of access

You have a right of access to your personal information, subject to legal restrictions and right of refusal by the Dr. Vodder School and or instructor. A written, signed request must be received by the Dr. Vodder School instructor in order to release this information.

We may charge a reasonable fee for you to access your personal information after informing you of the cost. Your request for information may be denied for example if:

1. the disclosure would reveal information about another individual
2. the information pertains to a legal proceeding or investigation
3. granting access could reveal confidential commercial information

How to contact us

If you have any concerns about this privacy policy, please contact us immediately and we will attempt to resolve the issues, including amending our policy if necessary.

Please send your written comments to: Dr. Vodder School International

P.O. Box 5121, Victoria, B.C. Canada V8R 6N4

Tel: (250) 598-9862, Fax: (250) 598-9841

Dr Vodder School International website is vodderschool.com.