

Privacy Policy

Electronic mail

When you send us personal identifying information via e-mail (that is, in a message containing a question or comment, or by filling out a form that e-mails us this information), we use it to respond to your requests.

Information collected via e-mail will be retained at our discretion in a directly readable form for as long as necessary to complete our response, and may be incorporated into backup files. We do not distribute lists of e-mail addresses to any parties outside of the Corporate Relocation Council of Chicago.

Purchases

When you voluntarily provide us with personal information such as name, shipping and billing address, and credit card number when making a purchase, we use the information to fulfill your order. We may forward the information to other computer systems (such as secure electronic commerce servers) to complete the requested transaction. We do not keep a record of credit card numbers nor do our electronic commerce providers.

Collection and release of gathered information

We want to make it clear that we will not obtain personal identifying information about you when you visit our web site. Further, we do not attempt to identify individual users or share any information we receive with any parties outside of Corporate Relocation Council of Chicago.

Web server activity logs - Monthly extracts of the log files are archived and stored off-line at our discretion for an indefinite period of time. Some statistical summaries derived from these data may be retained online or off-line at our discretion for an indefinite period of time.

Refund Policy

Refunds are not offered. Please ensure all information is correct and you fully intend to make this purchase prior to processing any invoice or payment. Refund requests can be made and will be handled on a case-by-case basis. We will consider substitutions, or applying funds towards future events.