

Away From Home Check

Away From Home Check Ltd. Is committed to safeguarding the personal Information entrusted to us by our customers. We manage your personal Information in accordance with Alberta's *Personal Information Protection Act* and other applicable laws. This policy outlines the principles and practices we follow in protection of your personal information.

What is personal information?

We collect only the personal information we need for the purposes of providing services to our customers, including personal information needed to:

Open and manage an account

Deliver request services.

Contact customers about appointments

Follow up with customers to determine satisfaction with

Meet our regulatory requirements

We normally collect information directly from our customers. We may collect your information from other persons with your consent or as authorized by law.

The information we collect:

Home address and phone numbers

Email address

Emergency contact information

Security access where applicable

We inform our customers, before or at the time of collecting personal information, of the purposes for which we are collecting the information. However, we don't provide this notification when a customer volunteers information for an obvious purpose (for example, the customers' address where we will be providing our services).

Consent

We ask for consent to collect, use or disclose customer personal information, except in specific circumstances where collection, use or disclosure without consent is authorized by law. We may assume your consent in cases where you volunteer information for an obvious purpose.

We ask for your express consent for some purposes and may not be able to provide certain services if you are unwilling to provide consent to the collection, use or disclosure of certain personal information.

Where express consent is needed, we will normally ask clients to provide their consent orally, in person, by telephone, in writing, by checking a box on a form, or electronically (by clicking a button).

A customer may withdraw consent to the use and disclosure of personal information at any time, unless the personal information is necessary for us to fulfil our legal obligations. We will respect your decision, but we may not be able to provide you with certain services if we do not have the necessary personal information as identified above.