

Preliminary Remarks

Groupe Focus Communications Inc. (hereafter Groupe Focus) is a company specialized in visual communication.

Privacy Policy

Concerned by the protection of personal information and in the aim of complying with the Act respecting the Protection of Personal Information in the Private Sector (R.S.Q., c. P 39.1), the Board of Directors of Groupe Focus adopted this Privacy Policy on March 29, 2006.

1. Collection of personal information

In order to pursue its activities, Groupe Focus collects a variety of personal information on its clients and potential clients. This personal information includes, for example, names, addresses, phone numbers, e-mail addresses, visual communication needs, etc. It is possible that Groupe Focus could collect personal information on clients of its clients during targeted publicity or marketing campaigns.

1.1 Purpose

Groupe Focus is currently collecting personal information for invoicing and security purposes (for the password-protected section), and in order to promote the activities of Groupe Focus. In the event Groupe Focus should collect personal information for other purposes, these will be stated during collection of the information.

1.2 Authorized individuals

The personal information is accessible to the directors of Groupe Focus and to employees who require access to this information in order to do their work.

1.3 Location of the information

All of the personal information is stored on computers or on paper at the premises of Groupe Focus, located at 17230 Saint-Louis Ave., Saint-Hyacinthe, QC J2T 3G7. Some information could also be stored on the servers of the site www.groupe-focus.com, accessible from the address mentioned above.

2. Possession, Use and Communication

2.1 Security measures

Reasonable security measures are in place to ensure the confidentiality of the personal information, according to the sensitivity of the targeted information.

2.2 Consent to transmit to a third party

In giving your personal information to Groupe Focus, you authorize Groupe Focus to transmit your name and physical or e-mail address to companies selected by Groupe Focus for their artistic abilities or for a potential interest they could represent to you. Groupe Focus does not blindly sell lists of its clients or users.

2.3 Correction of personal information

If you believe the personal information in our possession (address, phone number, e-mail) to be erroneous, please contact us at info@groupe-focus.com so that we can correct it.

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