



## PRIVACY POLICY

**Wood-Mizer Canada Co. ("Wood-Mizer Canada")** is committed to protecting the privacy of all personal information provided to us by our customers. The personal information you provide to us will be collected, used and disclosed by us in accordance with the following terms and conditions set out in this Privacy Policy. This Privacy Policy also explains how you can contact us if you have a question about, want to make a change to, or delete, any personal information you have provided to us. We encourage you to take the time to read this Privacy Policy. For the purpose of this Privacy Policy, "personal information" means information about an identifiable individual, but does not include the name, title or business address or telephone number of an organization or an employee of an organization.

### What Personal Information We Collect

This Privacy Policy applies to all personal information you voluntarily provide to **Wood-Mizer Canada**, whether it be provided in person or via our website, telephone or a form you complete. Typically, we collect your personal information when you purchase, lease or finance a product from us, enrol in our warranty or other customer service programs, participate in one of our surveys, contests or promotions, or when you submit a request for information to us via our website or by another means.

The type of personal information we collect from you will depend on the nature of your request, but may include at least some of the following:

- Your contact information;
- Financial and credit information (such as credit history; bank and investment account information, occupation and salary);
- Your insurance policy number and details about your coverage;
- Your social insurance number and date of birth; and
- Details of your current mill and previously sold mills, as well as their service history.

All account and financing information we collect from you is processed and stored at our head office in Manilla, Ontario.

### How We Use Your Personal Information

We use your personal information to do all things necessary to perform or provide the requested service or product to you. If you have not opted out of receiving promotional materials from us, we may also use your contact information to follow-up with you regarding your purchase and to inform you about new products or services that may interest you or to inform you about special promotions or offers. Should you at any time no longer wish to be contacted by us or receive further information from us, please notify us as indicated in the "Contact Us" section below.

### When We Disclose Your Personal Information

We do not rent, sell, license or trade your personal information with or to others for marketing purposes. **Wood-Mizer Canada** may engage third-party service providers and share your personal information with such parties to assist us in delivering the requested products or services to you. These service providers are prohibited from using your personal information for any purpose other than to provide this assistance and are required to protect your information using security measures comparable to those employed by Wood-Mizer Canada.

We reserve the right to disclose personal information to a third party if a law, regulation, search warrant, subpoena or court order legally requires or authorizes us to do so.

We also reserve the right to disclose and/or transfer your personal information to a third party in the event of a proposed or actual purchase, sale, lease, merger, amalgamation or any other type of acquisition, disposal of all or any portion of our firm or of any of the business or assets of **Wood-Mizer Canada** in order for you to continue to receive the same services from a third party.

### Knowledge and Consent

Subject to legal or contractual restrictions and reasonable notice, you may withdraw consent to our use of your personal information at any time. If you wish to withdraw consent, please contact our Privacy Officer as set out below and we will inform you of the implications of withdrawing consent.

We will not, as a condition of the supply of our service, require you to consent to the collection, use or disclosure of information beyond that required to fulfill the purposes for which the information is being provided.

### How We Protect Your Personal Information

We make all commercially reasonable efforts to ensure that your personal information is protected against loss and unauthorized access. This protection applies in relation to information stored in both electronic and hard copy form.

### Retention of Your Personal Information

We retain your personal information for as long as necessary to complete the services requested by you and to comply with applicable laws.

### Changes to this Privacy Policy

**Wood-Mizer Canada** reserves the right to modify this Privacy Policy at anytime without notice. The Privacy Policy posted at any time via our website shall be deemed to be the Privacy Policy then in effect. You may request a copy of our Privacy Policy at any time by contacting us as set out below.

### Correcting or Updating Personal Information

You can help us maintain the accuracy of the personal information you provided by notifying us of any changes to your information. You may contact **Wood-Mizer Canada** in any one of the ways set out below.

### Contact Us

Should you have any questions about our Privacy Policy, wish to update your information or have reason to believe that **Wood-Mizer Canada** may have failed to adhere to this Privacy Policy, please contact our Privacy Officer, Marylou Mitchell, at:

Wood-Mizer Canada Inc.  
217 Salem Road  
Manilla, Ontario KOM 2J0

Or call us at: 1-800-357-3373  
Or email us at: [contact@woodmizer.com](mailto:contact@woodmizer.com)