

ELECTRONIC NEWSLETTER POLICY

- **Opt-Out or Unsubscribe**

You may opt-out or unsubscribe to the newsletter at any time, and within 10 days we will honor your request to opt out of receiving future newsletters.

To **unsubscribe, change the e-mail address** where you receive the **newsletter, or to report newsletter delivery problems**, contact us at fiberlines@thermafiber.com or 260-563-2111, Ext. 298.

- **How Information is used**

Thermafiber, Inc. is committed to your personal privacy and security, and except as provided below, we will not sell, trade, or permit third party access to any of the information you provide to us. We may at times share such information with companies affiliated with Thermafiber, Inc.

- **Registration**

Upon registering for the electronic newsletter, you will be asked for your name, email address, zip code, and other information specified in the enrollment process.

- **Updating Personal Information**

Thermafiber, Inc. understands that you may want to change or access your personal information. To protect your privacy and security, we will verify your identity before granting access or making changes to your personally-identifying information.

- **Policy Revisions**

We may from time-to-time revise this policy. Any changes to this policy will only apply to data collected and newsletters issued subsequent to the revision's effective date. Any revisions will be posted at least 10 days prior to its effective date.

- **Our Information**

All our newsletters will clearly provide our name, address and contact information so you may notify us of any concerns or provide any comments. Our Subject Matter description in the email delivering the newsletter will always clearly identify the attachment as the Thermafiber, Inc., Fiberlines Newsletter.

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