

#### **Term of Service**

Contact Science is a month to month subscription service. Cancellation can be done at any time with no advanced notice and no processing fee. Notification of cancellation can be done on-line from users MyAccount tab in Contact Science or in writing to Contact Science, 7265 Claiborne Drive, Germantown, TN. 38138.

# Billing & Payment.

Contact Science shall invoice customer credit card for one month of service in advance each month. Fees for additional services requested by customer will be billed as rendered. Cancellation of service does not relieve Customer of responsibility for outstanding fees for services rendered.

### Refund Policy.

Launch Program fees are refundable if during the design phase we, together, cannot create a Process Approach that will work for you. Otherwise, all sales are final.

## Data Security.

Your payment and personal information is always safe. Our Secure Sockets Layer (SSL) software is the industry standard and among the best software available today for secure commerce transactions. It encrypts all of your personal information, including credit card number, name, and address, so that it cannot be read over the internet.

### **Customer Data.**

All data entered into Contact Science by Customer to the Service remains the sole property of Customer. Contact Science makes no claims to Customer data. Contact Science may access Customer's account, including without limitation Customer Data, to respond to service or technical problems. Contact Science shall make available to Customer an export file facility to allow Customer to take Customer information out of Contact Science at any time.