

Effective February 3, 2023

## Our Commitment To Privacy

Your privacy is important to us. To better protect your privacy we make this notice available to you which explains our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our homepage and at every point where personally identifiable information may be requested.

### The Information We Collect:

This notice applies to all information collected or submitted on the [travel agency name] website. On some pages, you can order products, make requests, and register to receive materials. The types of personal information collected at these pages are:

Name

Address

Email address

Phone number

Credit/Debit Card Information

On some pages, you can submit information about other people. For example, if you order a gift online and want it sent directly to the recipient, you will need to submit the recipient's address. In this circumstance, the types of personal information collected are:

Name

Address

Phone Number

### How We Use Your Personal Information:

We use the information you provide about yourself when placing an order only to complete that order. We do not share this information with outside parties except to the extent necessary to complete that order.

We use the information you provide when making and confirming airline, cruise and tour

reservations. The information we pass on for travel purposes is retained by airline, cruise and tour companies as passenger and customer records. Most, if not all, of these suppliers post their own privacy policies related to customer data. Please be advised that following the tragedy of September 11, 2001, many of these suppliers have acted contrary to their own privacy statements and provided their passenger and customer information to datamining companies that contract with the federal government. Therefore, David-James Travel has no control over the data it provides to its suppliers.

We also use the information you provide when placing an order to ship airline or cruise tickets and reservations and to confirm delivery. We do not share this information with outside parties except to the extent necessary to complete that order.

We offer gift-cards by which you can personalize a product you order for another person. Information you provide to us to create a gift-card is only used for that purpose, and it is only disclosed to the person receiving the gift.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

You can register with our website if you would like to receive our catalog as well as updates on our new products and services. Information you submit on our website will not be used for this purpose unless you fill out the registration form.

We use non-identifying and aggregate information to better design our website and to share with advertisers. For example, we may tell an advertiser that X number of individuals visited a certain area on our website, or that Y number of men and Z number of women filled out our registration form, but we would not disclose anything that could be used to identify those individuals.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without also providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

#### Our Commitment To Data Security

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial

procedures to safeguard and secure the information we collect online.

#### Our Commitment To Your Health and Safety

David-James Travel recognizes that air travel is widely accessible, resulting in increasing numbers of air travelers, with a consequent increased risk of the spread of infectious diseases carried by infected travelers. Transmission of airborne infection between people in confined spaces such as aircraft cabins is of particular concern to David-James Travel.

In order to safeguard your health and well-being, David-James Travel will cooperate with any request from the Centers for Diseases Control and Prevention and/or state and local public health authorities to provide all client contact information needed by them and facilitate in the identification of passengers who may have come in close contact with an individual infected with a contagious disease.

#### Our Commitment To Children's Privacy

Protecting the privacy of the very young is especially important. For that reason, we never collect or maintain information at our website from those we actually know are under 13, and no part of our website is structured to attract anyone under 13.

#### How You Can Access Or Correct Your Information

All of your personally identifiable information that we collect online is accessible at your request. It is maintained by secure database. We use this procedure to better safeguard your information. You can correct factual errors in your personally identifiable information by sending us a request that credibly shows error. To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

#### How You Can Contact Us

If you have any questions or concerns about these privacy policies, please call us at 610-489-2660 or send us an email at [davidjames@davidjamestravel.com](mailto:davidjames@davidjamestravel.com)