

North Star Windows and Doors Privacy Policy

North Star Manufacturing (London) Ltd. (“**North Star Windows and Doors**”, “**North Star Vinyl Windows and Doors**”, “**we**”, “**us**” or “**our**”) takes steps intended to meet privacy principles and requirements with respect to personal information under applicable Canadian privacy legislation. The purpose of this policy is to inform our customers and other individuals we deal with (“**you**” or “**your**”) of how we collect, use, disclose and protect personal information in connection with our website www.northstarwindows.com or any other websites provided by us that link to this privacy policy (collectively our “**Sites**”). For the purposes of this privacy policy, personal information means information about an identifiable individual.

Collection and Use of Personal Information

You can access our Sites without providing any personal information. However, in order to use certain features of our Sites, we may request that you provide personal information.

If you use the “Contact Us” feature of a Site, we will collect your name, phone number, email address, city, and any other information you may choose to provide. We use this information to respond to your request or inquiry.

If you use the “Warranty Registration” feature of a Site, we will collect your address, city, province or state, country, postal code or zip code, phone number, email address, and information about your product. We use this information to register the warranty for your product.

If you use the “Dealer Contact” feature of a Site, we will collect your name, email address, and any other information you may choose to provide. We use this information to share it with a Dealer and respond to your request or inquiry.

If you use the “Dealer Locator” feature of a Site, we will collect your postal code, and any other information you provide. We use this information to connect you with a dealer near you.

If you create a “Dealer Login” on our Site, we will collect your name, mailing address, email address, telephone number, and other contact information as well as information about your business. We use this information to manage and administer dealer accounts, provide access to sales and marketing tools and provide pertinent information as it relates to business operations.

When you visit our Website, we automatically collect your IP address, the date and time of your visit, the pages you visit, the features you use, and the referring URL’s you came from. We use this information to improve our Website and Services.

We may also use the personal information we collect to:

- communicate with you, including through tailored marketing messages and transactional emails, about our products, services and related services;
- manage and administer our business, including to keep business records, detect and prevent against error and fraud, and enforce our agreements;
- meet legal, regulatory, insurance, security and processing requirements; and

- otherwise with your consent or as permitted or required by law.

Disclosure of Personal Information

North Star Windows and Doors will only disclose your personal information with your consent or if it has legal authority to do so. North Star Windows and Doors may include disclosures in the following contexts:

- **Service Providers** North Star Windows and Doors may transfer personal information to outside agents or services providers (including affiliates acting in this capacity) that perform services on our behalf, such as data hosting and processing, marketing and information technology. Some of these service providers may be located outside of Canada, including in the United States, and your personal information may be collected, used, disclosed, stored and processed in the United States or elsewhere outside of Canada for the purposes described in this privacy policy.
- **Business Transactions** We may use and disclose personal information in connection with the proposed or actual financing, securitization, insuring, sale, assignment or other disposal of all or part of North Star Windows and Doors or our business or assets, for the purposes of evaluating and/or performing the proposed transaction. Assignees or successors of North Star Windows and Doors or our business or assets may use and disclose your personal information for similar purposes as those described in this Privacy Statement.
- **Legal** North Star Windows and Doors may disclose personal information as necessary to meet legal, regulatory, insurance, audit, and security requirements, and as otherwise with your consent or as permitted or required by law (including as required by applicable Canadian and foreign laws applicable to us or our service providers).

Cookies and Other Tracking Technologies

We also use cookies and similar technologies to collect information about your visit to our Website, to remember your preferences and settings when you navigate through our Website, and for security purposes.

Many web browsers allow you to manage your preferences. You can set your browser to refuse cookies or delete certain cookies. You may be able to manage other technologies in the same way that you manage cookies using your browser's preference.

We also use Google Analytics to better understand who is using our Sites and how people are using it. Google Analytics uses cookies to collect information such as Site pages visited, places where users click, time spent on each Site page, Internet Protocol address, type of operating system used and location. Please see <http://www.google.com/policies/privacy/partners/> for information about how Google Analytics uses this information, and visit <https://tools.google.com/dlpage/gaoptout> for information about the Google Analytics Opt-out Browser Add-on. Google may track your activity over time and across websites

Links to Other Sites

North Star Windows and Doors may offer links from our Sites to other websites. However, we are not responsible for, nor do we accept any liability for the personal information collection, use and

disclosure practices of other entities to which our Sites may link. You should consult the privacy policies of these other websites before providing any personal information.

Security

We take reasonable steps to protect the personal information in our custody or control using physical, electronic or procedural security measures that are appropriate having regard to the nature and sensitivity of the information. However, please note that no security measures can offer absolute security.

Access, Correction and Contacting Us

If you wish to request access to or correction of your personal information in our custody or control, you may write to our privacy officer at privacy@cornerstone-bb.com. Your right to access or correct your personal information is subject to applicable legal restrictions. We may take reasonable steps to verify your identity before granting access or making corrections. You may also contact our privacy officer if you wish to make inquiries or complaints or have other concerns about our personal information practices.

Privacy Policy Changes

This privacy policy is effective as of the last updated date above and may be revised from time to time. If we intend to use or disclose personal information for purposes materially different than those described in this privacy policy, we will make reasonable efforts to notify including by posting the revised privacy policy on our Site. Your continued provision of personal information or use of our Sites following any changes to this privacy policy constitutes your acceptance of any such changes.