

## **T1 Media, LLC Company Policies**

### **Customer Service**

Should you need assistance or have any questions, please contact us at any time by phone, e-mail, or post.

Phone: (888) 481-6334  
Fax: (888) 481-6334  
Email: [info@t1mediallc.com](mailto:info@t1mediallc.com)

Address:  
T1 Media, LLC  
PO Box 340827  
Milwaukee, WI 53234-0827

### **Refund Policy**

Refund requests made within 7 days of payment will be honored. Beyond the 7th day, all sales are considered final.

### **Cancellation Policy**

Services may be canceled at any time, at the request of the customer.

T1 Media, LLC reserves the right to cancel the services of any customer that it deems to be intentionally relaying spam, distributing illegal or offensive content, and/or for any other reason that it sees fit.

In the case of hosting customers, any data left on our Web server(s) will be destroyed within 60 days of canceling or suspending services.

### **Privacy Policy**

T1 Media, LLC is committed to protecting the privacy and personal information of all its customers.

We do not sell, trade, or rent your personally identifiable information to others.

T1 Media, LLC will only share customer information with third-parties when we believe, in good faith, that such release is reasonably necessary to (i) perform the work requested by the customer, (ii) comply with the law, (iii) enforce or apply the terms of user agreements, or (iv) protect the rights, property or safety of T1 Media, LLC and its other customers.

## **Security**

T1 Media, LLC uses SSL technology to encrypt data and secure connections when collecting customer credit card information and other sensitive data online. Data is archived in a secure manner that protects against unauthorized access by electronic and/or physical means.

## **Payments**

Payments are accepted by check, money order, paypal, and/or credit card; including:

- Mastercard
- Visa
- Amex



## **Services Offered**

- Custom Web Programming
- Custom Visual Design
- Database design
- Content Development & Maintenance
- Search Engine Optimization / Marketing
- Consulting
- Website Hosting
- Domain Registration
- & More

Specific services and corresponding pricing is customized according to the individual needs of our customers. Please refer to your invoice for a description of services being billed for.

## **Policy Changes**

Any changes to our company policies will be posted in this document.

## **Questions?**

Please contact us at any time.