



## **Automated Component Specialists, LLC**

### **Privacy Policy**

Last Updated: September 17, 2025

#### **1. Introduction**

Automated Component Specialists, LLC, DBA ACS Direct (“ACS”, “we”, “our”, or “us”) is committed to protecting the privacy and security of the personal information we collect and process. This Privacy Policy describes how we collect, use, disclose, and safeguard personal data in connection with our website, products, services, and business operations.

By interacting with us (including using our website, placing orders, contacting us, participating in events, etc.), you acknowledge that you accept this policy, and consent to the practices described herein.

#### **2. Scope & Applicability**

This policy applies to:

- Individuals who visit our website(s) or otherwise interact with us online
- Customers and prospective customers (including business contacts) who transact with ACS.
- Job applicants, employees, contractors, and other personnel-related contacts.
- Suppliers, partners, and vendors whose personal data we process.

It covers personal information collected or processed by ACS or on our behalf, whether online or offline, and regardless of format or medium.

#### **3. What Personal Information We Collect**

We may collect:

- Contact & identity information (name, company name, job title, email address, telephone number, mailing address, billing/shipping address).
- Transactional information (purchase order details, payment info, shipping data). Website/usage data (IP address, device identifiers, browser type, operating system, cookies, etc.).

- Employment/supplier-related data (resumes, work history, identity verification, vendor contact info).
- Third-party and publicly available information (from service providers, distributors, or public sources).

#### **4. How and Why We Use Personal Information**

We use personal information to:

- Provide goods and services, process orders, fulfill contracts, and maintain accounts.
- Communicate with you regarding orders, support, and marketing.
- Improve our website, services, analytics, and customer experience.
- Manage recruiting, employment, and vendor relationships.
- Ensure compliance with legal, tax, and regulatory obligations.
- Maintain security, detect fraud, and enforce our rights.

#### **5. Disclosure & Sharing of Personal Information**

We may share information with:

- Affiliated entities or subsidiaries.
- Service providers and logistics/IT vendors.
- Business partners or authorized distributors.
- Legal or regulatory authorities when required.

We do not sell personal information for direct marketing purposes without explicit consent.

#### **6. International Data Transfers**

Your personal data may be transferred and processed in countries outside your jurisdiction, including where data protection laws differ. We apply appropriate safeguards (e.g., standard contractual clauses) to protect your data.

#### **7. Data Retention**

We retain personal information only as long as necessary for its collection purposes or as required by law. When no longer needed, we securely delete or anonymize data.

#### **8. Security & Integrity**

We employ reasonable technical and organizational measures to protect personal data from unauthorized access, alteration, or disclosure. While no system is entirely secure, we act promptly upon detecting any breach.

#### **9. Your Rights & Choices**

Depending on your jurisdiction, you may have rights to:

- Access or correct your data.
- Request deletion or restriction.

- Object to processing or withdraw consent.
- Request data portability.
- File a complaint with a data protection authority.

To exercise these rights, contact us at the address in Section 13.

## **10. Children & Minors**

Our website and services are not directed to children under 16. We do not knowingly collect data from minors. If you believe a child's information has been collected, please contact us to remove it.

## **11. Cookies, Tracking & Marketing**

We use cookies and other tracking technologies for functionality, analytics, and marketing. You can manage preferences through your browser or opt-out links provided in communications.

## **12. Changes to this Privacy Policy**

We may update this policy periodically. Updates will be posted on our website with a revised "Last Updated" date. Continued use of our services signifies acceptance of the changes.

## **13. Contact Us**

Automated Component Specialists, LLC  
7440 Kettle Lake Dr. SE  
Alto, MI 49302  
Phone: 616-915-1602  
Email: [tmaines@acsdirect.com](mailto:tmaines@acsdirect.com)

If you have questions or wish to exercise your privacy rights, please contact us using the details above.