

Last Updated: September 23, 2009

Your privacy is very important to Executive Travel. Executive Travel has created this Privacy Policy to demonstrate its firm commitment to privacy and security. This Privacy Policy describes how Executive Travel collects and uses personal information that you may provide to us. Executive Travel requests that you read this Privacy Policy carefully and in its entirety as it relates to your rights regarding your personal information.

This Privacy Policy applies to all Executive Travel Internet sites and services that display or link to this Privacy Policy. Once you leave this site, the privacy policy of the site to which you link to shall apply.

1. Notice

Personal Information Executive Travel Collects and How It Is Used

Executive Travel collects information in different ways from individuals who access the various parts of our services and the network of Internet sites accessible through or utilized by our services and our company. We use this information primarily to provide the services and may also use it to provide a customized experience as you use our services and share such information with third parties as described herein. Your personal information collected is disclosed if: (i) necessary for the provision of our services; (ii) we have received your permission beforehand; (iii) we specifically state that we will; or (iv) we believe that such disclosure is required by law.

You may be asked to provide certain personal information when you use our services and/or sites, such as name, address, telephone number, billing information (such as a credit card number), and travel plans or arrangements. Unless expressly stated otherwise, the personal information collected is used for the provision of our services and is shared among Executive Travel and its related companies, affiliates, subsidiaries, partners, and agents, the global distribution systems (GDS), industry reporting authorities, and travel and related suppliers as necessary for the services provided. Executive Travel may also generate non-personal identifying and aggregate profiles from personal information. We may use this aggregated and non-personal identifying information to sell advertisements that appear on the services or to enhance the services.

Executive Travel and its related companies, affiliates, and subsidiaries may receive personal information from job applicants which may be shared and transferred in accordance with this Privacy Policy.

Executive Travel occasionally hires other companies to provide limited services on our behalf, such as for fulfillment, survey, statistical analysis, or background and credit check purposes. Such companies will be permitted to obtain only the personal information they need to deliver the service. They are required to maintain the confidentiality of the information and are prohibited from using it for any other purpose.

Personal information collected on Executive Travel Internet sites and services may be stored and processed in the United States or any other country in which Executive Travel or its related companies, affiliates, subsidiaries, partners, subcontractors, or agents maintain facilities, and by using a Executive Travel Internet site or service, you consent to any such transfer of personal information outside of your country.

Executive Travel may be acquired, merge with another business, acquire, or buy other businesses or assets. In such transactions, personal information is generally one of the transferred business assets. In such an event, both personal and non-personal identifying information will be part of the transferred assets.

"Cookies" and How Executive Travel Uses Them

A "cookie" is a small data file that can be placed on your hard drive when you visit certain Internet sites. Executive Travel may use cookies to collect, store, and sometimes track information for statistical purposes to improve the products and services we provide and to manage our telecommunications networks. We also use cookies to save your settings and to provide customizable and personalized services. Additionally, be aware that if you visit non-Executive Travel Internet sites where you are prompted to login or that are customizable, you may be required to accept cookies. Advertisers and partners may also use their own cookies. Executive Travel does not control the use of these cookies and expressly disclaims responsibility for any information collected through them.

Voluntary Customer Surveys

Executive Travel may periodically conduct both business and individual customer surveys. We encourage our customers to participate in these surveys because they provide us with important information that helps us to improve the types of services we offer and how we provide them to you. Your personal information and responses will remain confidential, even if the survey is conducted by a third party. Participation in our customer surveys is voluntary. We take the information we receive from individuals responding to our customer surveys and combine (or aggregate) it with the responses of other Executive Travel customers to create broader, generic responses to the survey questions (such as gender, age, residence, hobbies, education, employment, industry sector, or other demographic information). We then use the aggregated information to improve the quality of our services to you and to develop new services and products. This aggregated, non-personal identifying information may be shared with third parties.

Age

This site is not directed to children under 13 years of age and Executive Travel does not knowingly collect personal information from children. Children under 13 years of age should not use this site to submit any personal information about themselves.

2. Choice

It is Executive Travel's policy not to use or share the personal information about individuals in ways unrelated to the ones described above without also providing you an

opportunity to opt out or otherwise prohibit such unrelated uses. However, Executive Travel may disclose personal information about individuals or information regarding your use of the services or Internet sites accessible through our services, for any reason if, in our sole discretion, we believe that it is reasonable to do so, including: (i) to satisfy laws, such as the Electronic Communications Privacy Act, regulations, or governmental or legal requests for such information; (ii) if we believe that it is necessary to identify, contact, or bring legal action against someone who may be violating our terms of use or other policies; (iii) to operate the services properly; or (iv) to protect Executive Travel and our customers. You may choose not to provide any or all of the personal information that is requested or choose not to have your personal information shared with a third party. By so choosing, however, you may limit your ability to receive some or all of our services. In the event you do not want your personal information shared, please contact us as provided in Section 9 below with your specific request and within a reasonable time we will cease disclosure of your personal information as requested.

3. Onward Transfer

Some Executive Travel products and services are offered in conjunction with a non-affiliated partner or service provider. To provide some of these products and services, the partner or service provider may need to collect and maintain personal information. In these instances, you will be notified before any such data is collected or transferred and may decide not to use that particular service or feature. Executive Travel will share non-personal identifying and aggregate information (except as described herein) with such partners or service provider in order to administer the co-branded products or services offered.

Executive Travel will also provide your personal information to one or more GDSs, industry reporting authorities, Internet booking engines, and other travel and related suppliers and vendors as necessary to fulfill your travel arrangements and services. Executive Travel does not exercise any control over any such parties.

Personal information of job applicants and employees of Executive Travel and its related companies, affiliates, and subsidiaries will only be transferred in accordance with this Privacy Policy.

At some Internet sites, you can purchase products and services or register to receive materials, such as a brochure, a catalog, or new product and service updates. In many cases, you may be asked to provide contact information such as your name, address, email address, phone number, and credit/debit card information. Executive Travel has no control over the third parties' use of any personal information you provide when placing such an order. Please exercise care when doing so. Such sites may follow privacy policies that differ from the provisions provided herein. Executive Travel is not responsible for and expressly disclaims any and all liability related to actions of such linked sites, their privacy policies, or the content of such sites.

4. Access

Executive Travel allows you to have access to your personal information to ensure its accuracy. If you become aware of any inaccuracy in your personal information or wish to review or inquire about your personal information we may have, please submit your specific request as provided in Section 9 below. Any changes will be made within a reasonable time period and in accordance with applicable privacy laws. As permitted by law, Executive Travel reserves the right to charge a reasonable administrative fee to cover the costs of providing any access or review of your personal information.

5. Security

Services and Internet sites we sponsor have security measures in place to protect from the loss, misuse, and unauthorized access, disclosure, destruction, and alteration of personal information under our sole control. Executive Travel also implements measures to protect your personal information off line. Access is restricted to employees who have a “need to know,” and those employees must use passwords to access the personal information. While we make every effort to ensure the integrity and security of our network and systems, we cannot guarantee, ensure, or warrant that our security measures will prevent illegal or unauthorized activity related to your personal information.

If a password is used to help protect your personal information, it is your responsibility to keep your password confidential. Do not share such information with anyone. If you are sharing a computer with anyone you should always choose to log out before leaving a site or service to protect access to your password and personal information from subsequent users.

6. Data Integrity

Executive Travel uses the personal information you provide to us only for the purposes for which you submit such personal information and not in any way that is contrary with the purposes for which it was collected or otherwise stated in this Privacy Policy. We request from you only that personal information which is necessary to provide the services you access or for your employment by Executive Travel, as applicable, and we will take reasonable steps to ensure that personal information we receive from you is reliable for its intended use, accurate, complete, and current, including providing mechanisms by which you can amend or update your personal information.

7. Enforcement

We have established internal procedures to monitor our compliance with the Safe Harbor Program and applicable privacy laws. If you believe that Executive Travel has not complied with this Privacy Policy with respect to your personal information, you may send your questions and concerns as provided in Section 9 below. Please describe in as much detail as possible the ways in which you believe that the Executive Travel Privacy Policy has not been complied with. We will investigate your complaint promptly. If your inquiry is not reasonably resolved, Executive Travel will cooperate with the relevant European Data Protection Authorities to resolve the issue, as applicable.

8. Changes to This Privacy Policy

Executive Travel reserves the right to revise, amend, or modify this Privacy Policy at any time and in any manner. When we post changes to this Privacy Policy, we will update the "last updated" date at the top of this Privacy Policy. By using this site, you consent to the collection and use of your personal information by Executive Travel in accordance with this Privacy Policy. Your continued use of this site after any changes constitutes your acceptance of any new terms.

9. Your Questions and Comments

To access your personal information, change or update your personal information, inquire about this Privacy Policy, or issue a complaint, contact us at:

Executive Travel

Attn: Chris Snurr, Controller

Address: 1212 O Street

City/State/Zip: Lincoln NE 68508

Phone: 402-435-8888