



## FOUNDERS HALL FOUNDATION, INC. PRIVACY POLICY APRIL 2014

Founders Hall respects your privacy and strives to protect it. You provide information about yourself when you register for membership, classes and events; sign-up for emails; participate in surveys; make donations; and buy gift certificates. At these times, you give us information such as your name, address, email address, phone number, demographics, credit card, medications and emergency contacts. We use this information to protect you in an emergency, to process registrations and donations, or to send information to you.

We keep your personal information in secure files accessible only to necessary personnel. We do not share your information with other organizations; however we do use third parties to administer our website and to process online donations and purchases. (See below for more information about website privacy.) We may publicize your name in donor lists, newsletters and other publications; and publish your photos on the website or in publications unless you fill out a form asking us not to.

### **Website Privacy**

When you visit our website, the web server keeps log-in files that record information such as your IP address and how you use our site. We use these statistics only to improve the website.

If you make an online donation or purchase, it is processed by Moneris, a third-party provider. Moneris protects your information according to prevailing industry standards, which are described in its privacy policy located at [www.moneris.com](http://www.moneris.com).

Our website contains links to others sites and services. Founders Hall is not responsible for the privacy practices of those sites. We encourage you to review the privacy policies of any third-party sites before providing them any personal information.

### **Updating Information**

You may ask us, in writing, to review the information you've provided and to make any changes. Please note that if we update our privacy policy, we will post a notice on our website.