



# **BOYS & GIRLS CLUBS OF LARIMER COUNTY**

## **PRIVACY POLICY**

Your personal privacy is a principal concern for us. Our goal in outlining our policy on the collection and use of personal data is to ensure the highest level of confidentiality and security and we will not share or sell donor information whether collected online or offline. Boys & Girls Clubs of Larimer County has created this Privacy Policy to explain why we collect particular information and how we will protect your personal privacy within our Website. The following discloses our information gathering and dissemination practices for the Website located at [my.bgclc.org](http://my.bgclc.org). In order to fully understand your rights, we encourage you to read this Privacy Policy as well as our Terms of Use. Boys & Girls Clubs of Larimer County reserves the right at any time and without notice to change this Privacy Policy simply by posting such changes on our Site. Any such change will be effective immediately upon posting.

Because we want to demonstrate our commitment to your privacy, this Privacy Policy notifies you of:

1. What personally identifiable information of yours is collected through the Site;
2. Who collects such information;
3. How such information is used;
4. With whom your information may be shared;
5. What choices you have regarding collection, use and distribution of your information;
6. What kind of security procedures are in place to protect the loss, misuse or alteration of information under our control;
7. and, How you can correct any inaccuracies in your information.

Questions regarding this statement should be directed to Boys & Girls Clubs of Larimer County by sending an email to [info@bgclarimer.org](mailto:info@bgclarimer.org). Please reference this Privacy Policy in your subject line.

### **What Information We Collect and How We Use That Information:**

Our registration forms require users to give us contact information that may include name, email address, address, interests, and similar information. We do not request or store sensitive information from our visitors, such as credit card or social security numbers.

### **Internet Protocol Address:**

We collect an IP address from all visitors to our Site. An IP address is a number that is automatically assigned to your computer when you use the Internet. We use IP addresses to help diagnose problems with our server, administer our Site, analyze trends, track users' movement, gather broad demographic information for aggregate use in order for us to improve the site, and deliver customized, personalized content. IP addresses are not linked to personally identifiable information.

**Use of "Cookies:"**

Our Site may use cookies to enhance your experience while using our Site. Cookies are pieces of information that some Websites transfer to the computer that is browsing that Website and are used for record-keeping purposes at many Web sites. Use of cookies makes Web-surfing easier by performing certain functions such as saving your passwords, your personal preferences regarding your use of the particular Website, and to make sure you don't see the same ad repeatedly. Many consider the use of cookies to be an industry standard.

Your browser is probably set to accept cookies. However, if you would prefer not to receive cookies, you can alter the configuration of your browser to refuse cookies. If you choose to have your browser refuse cookies, it is possible that some areas of our Site will not function properly when you view them.

**Security:**

All information provided to Boys & Girls Clubs of Larimer County is transmitted using SSL (Secure Socket Layer) encryption. SSL is a proven coding system that lets your browser automatically encrypt, or scramble, data before you send it to us. We also protect account information by placing it on a secure portion of our Site that is only accessible by certain qualified employees of Boys & Girls Clubs of Larimer County. Unfortunately, however, no data transmission over the Internet is 100 percent secure. While we strive to protect your information, we cannot ensure or warrant the security of such information.

**Other Websites:**

Our Site contains links to other Websites. Please note that when you click on one of these links, you are entering another Website for which Boys & Girls Clubs of Larimer County has no responsibility. We encourage you to read the privacy statements on all such sites as their policies may be different than ours.

**Donor Privacy:**

1. We will never trade or sell a donor's personal information with anyone else;
2. We will not send you mailings on behalf of other organizations;
3. We will only share personal information once you have given us permission to do so;
4. We will collect payment information, billing address, and other information necessary to process a donation or event registration.

If you have provided us with your personal information, you may receive periodic communication from us by mail, phone, and email. To review your personal information, opt out of future mailings, become or remain an anonymous donor, or inquire about our privacy policy, please send an email to [info@bgclarimer.org](mailto:info@bgclarimer.org) or call us at 970-223-1709. We publish the names of donors periodically on this Website, as well as in our annual report. If you do not wish to have your name published, please contact us at [info@bgclarimer.org](mailto:info@bgclarimer.org).