

Kiwanis Club of East Lansing

Privacy Policy

Effective November 7, 2012

This Privacy Policy applies to the websites located at www.kiwanisofel.org, www.kiwaniso.startlogic.com, www.kiwanis.org/club/eastlansing (collectively and individually referred to herein as the “Website”), which are operated by or for the Kiwanis Club of East Lansing (collectively, “Kiwanis,” “we,” “our,” or “us”). The Website allows users to find out more about Kiwanis and its activities, and, in some cases, to participate in interactive activities on the Website. The Website is only for private, informational and entertainment purposes.

We take your online privacy very seriously. The purpose of this Privacy Policy is to disclose to you what information we may collect from you, how we collect it, with whom we share it, and certain other matters related to such information, including the choices you have regarding our collection of information and our use and disclosure to other parties of information we have collected from you. If you have questions or concerns regarding this Privacy Policy, you should contact us directly at webmaster@kiwanisofel.org.

When this Privacy Policy references the term “personally identifiable information” or “personal information,” we mean information that identifies a particular individual, such as your full name, street address, telephone number or email address. When other information, such as a hobby or demographic-identifier, is associated with personal information, it also becomes personally identifiable information for the purposes of this Privacy Policy.

Please read the information below to learn more about our data collection policies and practices.

1. Types Of Information That May Be Collected
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TYPES OF INFORMATION THAT MAY BE COLLECTED

Information You Provide Us: When you visit certain portions of the Website, we may ask you to provide us with specific information, including:

- contact information, such as your name, mailing address, email address or phone number;
- unique identifiers such as your user name and password;
- demographic information such as your age, education, occupation and gender; and
- friends' or speakers name and email address for sharing specific invitations, reminders, or information (forward to a friend or "share" features).

Site Usage Information: We may receive and store certain types of Internet usage information whenever you visit the Website, such as your landing page, order of pages viewed, and other click stream data. See "IP Addresses and Click Stream Data" section below.

HOW INFORMATION IS COLLECTED

Registration: In order to participate in certain features of the Website, such as receiving electronic versions of Kiwanis newsletters, magazines, postcards, notices, alerts and invitations, you may be asked to complete a registration form and provide personally identifiable information; you will also be asked to choose a user name and password and possibly establish your electronic communications preference profile in order to take advantage of the features located on these restricted portions of the Website. Use of the Website is voluntary; however, you do have to choose a user name and password in order to participate in these portions of the Website. Registration requires the disclosure of certain personal information to us; however, you can control how we use that information by updating your electronic communications preference in your profile.

You may change your electronic communication preferences by editing your e-mail address in your profile and in Subscription Services at www.kiwanisofel.org/members_and_officers.php. Please also use this link to edit profile preferences at any time and unsubscribe (opt out).

By providing your e-mail address, you are opting in to receive information from the Kiwanis Club of East Lansing and its family of programs. You may choose not to receive these kinds of emails by opting out (unsubscribing), changing your e-mail notification settings, or adjusting preferences in your subscription profile.

By providing e-mail addresses of other individuals or entities, you acknowledge that you have their permission to do so.

Cookies: As with many websites, our Website uses a technology called "cookies." A cookie is a unique, random number that is stored in the browser on your computer. The cookie doesn't actually identify you, just the computer that is used to visit the site. Cookies automatically identify your browser to the Website whenever your computer is used to visit the Website. Cookies also let us know how many people visit the Website and where visitors go on the Website. In addition, cookies can let us know non-personally identifiable information, like what web browser is being used to access the Website. For registered users, cookies can make using the Website easier for you by saving information such as your passwords or preferences. By tracking how and when you use the Website, cookies help us determine which areas are popular

and which are not. Many improvements and updates to the Website are based on data obtained from cookies. Accepting cookies allows you, among other things, to personalize your experience on the Website. Cookies may also allow the Website to present to you advertising that may be of special interest to you. If you do not want information collected through the use of cookies, your browser should contain an option that allows you to disable or delete cookie data at any time. Some areas of the Website, however, may not provide you with a personalized experience if you have disabled the use of cookies. The cookies are not tied to personal information.

IP Addresses and Click-Stream Data: We may collect Internet Protocol (“IP”) addresses and/or click-stream data. An IP address is a number associated with the service through which you access the Internet, like your ISP (Internet service provider) or your company. Standing alone, your IP address is not personally identifiable information. However, we may combine this information with personally identifiable information. Click-stream data is information collected by our computers when you request certain pages from the Website. Click-stream data may include such information as the page viewed, the time, the source of the request, the type of browser making the request, the preceding page view and other such non-personal information. When analyzed, this data helps us analyze how visitors arrive at the Website, what type of content is most popular, what type of visitors in the aggregate are interested in particular kinds of content and advertising, and the like.

Transaction Information: We do not conduct financial transactions on our Website. For your protection, personally identifiable information that is collected is transmitted through encrypted means.

HOW WE USE THE INFORMATION COLLECTED

As applicable, the information you provide to us may also be used to:

- o contact you about the Website;
- o contact you about Kiwanis upcoming events;
- o contact you relating to your membership or user status;
- o monitor or improve the use of the Website;
- o monitor compliance with the Terms of Use for the Website;
- o maintain website security;
- o enhance navigation; and
- o extend an email invitation to your friends to participate in Kiwanis activities

WITH WHOM THE INFORMATION MAY BE SHARED

At times, we may share your personal information with others for various purposes. The following outlines the ways in which your information may be shared with others and the ways in which you may opt-out of having your information shared:

Our Agents: We may employ other businesses, certain services and individuals to perform functions on our behalf. Examples include sending e-mail, Website analysis, analyzing data, and providing customer service. They may have access to personally identifiable information needed

to perform their specified functions, but may not use it for their own purposes, such as sending you or your friends marketing offers about their products or services.

Administrative or Legal Process: Your personal information may be transferred to third parties without notice to you in order to comply with applicable law, law enforcement agencies, to protect our rights, or protect the rights of other users of the Website.

LINKS TO OTHER WEBSITES

You should be aware that when you are on the Website you could be directed to other Websites beyond our control. For example, if you “click” on a link, the “click” may take you off the Website onto a different website. These other websites may send their own cookies to you, independently collect data or solicit personal information and may or may not have their own published privacy policies. If you visit a website that is linked to our Website, you should consult that website’s privacy policy before providing any personal information.

SECURITY

We use reasonable measures to protect personally identifiable information that is stored within our database, including the member directory, and we restrict access to such information to club members, affiliates and to those employees and agents who need access to perform their job functions, such as our club officers and technical staff. However, please note that we cannot guarantee the security of this information. Unauthorized entry or use, hardware or software failure, and other factors may compromise the security of member information at any time. For additional information about the security measures we use on the Website, please contact us at webmaster@kiwanisofel.org.

A SPECIAL NOTE FOR PARENTS CONCERNING PRIVACY

We do not collect any personal information from children under the age of thirteen (13) on the Website. If in the future, we decide to collect personally identifiable information from children, we will do so in compliance with the Children’s Online Privacy Protection Act of 1998 (15 U.S.C. 6501 et seq.) including, without limitation, obtaining necessary parental consent.

YOUR ACCEPTANCE OF THE PRIVACY POLICY AND NOTIFICATION OF CHANGES TO THE POLICY

By using the Website, you signify your agreement to all of the terms of our Privacy Policy. We may amend this Privacy Policy at any time. If we make a material change to the way in which we collect, use, and/or share your personal information, we will post a notice on the Website. We will assume that you have given your permission for your information to be used under the terms of the new Privacy Policy, if you continue to use the Website thirty (30) days after a notice is posted.

CORRECTING/UPDATING PERSONAL INFORMATION

If your personally identifiable information changes (such as your e-mail address or zip code), we provide a way to correct or update the personal data you have provided to us. This can be done by you by selecting your name in the Member List at www.kiwanisofel.org/members_and_officers.php, or by the club secretary by submitting changes in writing (via e-mail, or letter) to the Kiwanis Club of East Lansing at secretary@kiwanisofel.org, or 1899 Culver Hill Dr., Williamston, MI 48895.

We distribute e-mail, newsletters and e-cards to members and friends of the Kiwanis Club of East Lansing. You may change your electronic communication preferences by editing your e-mail preference profile www.kiwanisofel.org/members_and_officers.php,

For questions regarding your membership or personal information in our database, please contact the club secretary at secretary@kiwanisofel.org.

QUESTIONS ABOUT THIS PRIVACY POLICY

If you have any questions about this Privacy Policy or the privacy practices of the Website in general, please contact webmaster@kiwanisofel.org.