

Online Privacy Policy

Last modified: December 18, 2018

Pikes Peak Habitat for Humanity ("Habitat") has established this Privacy Policy (this "Policy") to explain how we collect, use, protect, or otherwise handle your personally identifiable information in accordance with our website (the "Site").

## **Information Collection**

When donating or registering on the Site, as appropriate, you may be asked to enter personally identifiable information including your name, email address, mailing address, phone number, credit card information, or other details to help you with your experience or complete a transaction. We may collect this information from you when you make a donation, subscribe to a newsletter, fill out a form, create an account, or otherwise enter information on the Site.

As with many other Web sites, the Web servers used to operate the Site may collect certain nonpersonally identifiable data pertaining to users of the Site and the equipment and communications method that they use to access the Internet and the Site. Without combining these data with other sources of information, they do not readily or personally identify individuals. We may use "cookies" (small text files stored on users' computers) to compile aggregate data about site traffic and site interactions in order to offer better site experiences and tools in the future. We may also use trusted third party services like Google Analytics that track this information on our behalf.

# **Information Use**

We may use the information we collect from you when you make a donation, subscribe to a newsletter, fill out a form, create an account, surf the Site, or use certain other site features in the following ways:

- To process payment transactions or program applications
- To send periodic communications regarding your donation, volunteer opportunities, ReStore promotions, or our mission
- To administer a survey or other Site feature

### **Information Sharing and Disclosure**

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information unless we provide you with advance notice. This does not include website hosting partners and other parties who assist us in operating our website, conducting our business, or servicing you, so long as those parties agree to keep this information confidential. We may also release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others' rights, property, or safety. However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses.

### **Information Security**

Any personally identifiable consumer information shared with us through the Site is treated with the utmost care and security. Your personal information is contained behind secured networks and is only

accessible by a limited number of persons who have special access rights to such systems, and are required to keep the information confidential. In addition, all sensitive/credit information you supply is encrypted via Secure Socket Layer (SSL) technology. All transactions are processed through a gateway provider and are not stored or processed on our servers.

### **Visitor Choice**

Most popular Internet browser packages allow one to configure the browser so as not to accept cookies. However, setting your browser to reject cookies may, in certain instances, prevent you from taking full advantage of the Site and the materials and services that we make available on the Site. Many sites across the web use Google Analytics to understand how visitors engage with their sites or apps. If you do not want Analytics to be used in your browser, you can install the Google Analytics browser add-on. To learn more about Google Analytics and privacy, please visit <u>https://support.google.com/analytics/answer/6004245?hl=en</u>

If at any time you would like to unsubscribe from receiving future emails, follow the unsubscribe instructions at the bottom of each email and we will promptly remove you from **ALL** email correspondence.

When corresponding with Habitat or our representatives, or when making a request for information, submitting information, or otherwise interacting with us through the Site, you choose what information to supply. Please take care to share only such information as is needed or that you believe is appropriate. You may opt out of disclosing certain personally identifiable information to Habitat.

However, in doing so we may not be able to provide you the services that you are requesting. You are responsible for the use and safeguarding of any login ID that we issue to you regarding the use of the Site and any associated passwords. It is important for you to protect against unauthorized access to your login ID and password, to other sensitive data regarding your account with us, and to your computer. Be sure to appropriately safeguard the login ID and password that you use to access Habitat's services, and be sure to sign off of your account when you are finished using it, if you are using a shared computer to access the Site.

### **Changes to this Policy**

Habitat reserves the right to modify or amend this Policy at any time and for any reason. If there are material changes to this statement or in how Habitat will use personally identifiable information, Habitat will post a notice regarding such changes on the homepage of the Site prior to implementing the changes.

### **Contact Us**

If you have additional questions about this Policy, please contact us by email at <u>office@pikespeakhabitat.org</u> or by mail at the following address: Pikes Peak Habitat for Humanity, 2802 N Prospect St, Colorado Springs, CO 80907, USA