

# **Privacy Policy for the Website of St. Luke's Episcopal Church, Sister Bay**

This privacy notice discloses the privacy practices for this website owned and managed by St. Luke's Episcopal Church. This privacy notice applies solely to information collected by this website.

## **Information Collection, Use, and Sharing**

We are the sole owners of the information collected on this site. We only have access to collect information that you voluntarily give us via email or other direct contact from you. We will not sell or rent this information to anyone. We will use your information to respond to you regarding the reason you contacted us. We will not share your information with any third party outside of our organization other than as necessary to fulfill your request.

## **Links**

This website contains links to other sites. Please be aware that we are not responsible for the content or privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of any other site that collects personally identifiable information.

## **Surveys**

From time to time our site requests information via surveys or registrations. Participation in these queries is completely voluntary and you may choose whether or not to participate and therefore disclose this information. Information requested may include contact information (such as name and shipping address), and demographic information (such as zip code, age level, gender).

## **Your Access to and Control Over Information**

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us via our contact form or phone number given below:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

## **Security**

We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

While we use encryption to protect sensitive information transmitted on line, we also protect your information offline. Only staff members and volunteers who need the information to perform a specific task or responsibility are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone at 920-854-9600 or via our online contact form.

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Approved by the vestry October 16, 2016