

## Council on Adolescents PRIVACY POLICY

Most Recent Update: January 10, 2024

This Privacy Policy explains how the Council on Adolescents collects, uses and discloses personal information of its customers, prospective customers, and visitors to its website at [www.coacatawba.org](http://www.coacatawba.org).

### **COLLECTION OF PERSONAL INFORMATION**

Information collected directly from you: We may collect personal information directly from you, for example [through a web form, during an online or in-person registration, while making a reservation, while setting up an account with us, when you contact us for customer support, or at checkout.] Personal information we collect directly from you may include first and last name, address, email address, and phone number.

Information collected from your device: Our website may use tracking technologies such as cookies, web beacons, pixels, and other similar technologies to automatically collect certain information from your device, including for example your IP address, browser and operating system information, geographic location, referring website address, and other information about how you interact with the website. Our website may also use cookies to personalize your experience and enable certain features such as keeping track of what information you are looking at on our website. You may disable cookies in your web browser however parts of our website may not function properly. More information about blocking and deleting cookies is available at <http://www.allaboutcookies.org>. Our email campaigns may also use tracking technologies such as web beacons, pixels and other similar technologies to automatically collect certain information such as your IP address, browser type and version, and email engagement statistics.

Information collected from our advertising partners: We may collect personal information about you from our advertising partners. Personal information we collect from our advertising partners may include your demographic information, website history, and geographic location.

## USE OF PERSONAL INFORMATION

We use information collected directly from you to provide you with better service and agency updates. We may also use this information to better serve you, including by email and text message subject to your consent.

We use information collected automatically from your device to provide our website to you, to optimize our website, and to assist with our advertising and marketing efforts.

We use information collected from our advertising partners to market our services to you.

## DISCLOSURE OF PERSONAL INFORMATION

We may use third-party service providers to assist us with providing and marketing our products and services to you and we may share your information with such third parties for these limited purposes.

- We use Constant Contact for our email marketing and text message communications. For more information about how we may use your information with Constant Contact and the information that may be collected through our email campaigns, see Constant Contact's Customer Data Notice available at <https://www.constantcontact.com/legal/customer-contact-data-notice>.
- We use Google analytics and Go Daddy to help us understand how visitors interact with our website. Google analytics and Go Daddy uses and processes your information in accordance with its privacy policy available at <https://policies.google.com/technologies/partner-sites> and <https://www.godaddy.com/legal/agreements/privacy-policy>.
- We use Pay Pal, Square, and Venmo as our payment processors. Pay Pal, Square, and Venmo uses and processes your payment information in accordance with its privacy policies available at <https://www.paypal.com/us/legalhub/privacy-full>, <https://squareup.com/us/en/legal/general/privacy>, and <https://venmo.com/legal/us-user-agreement/#:~:text=We%20use%20this%20information%20to,through%20Venmo%2C%20except%20with%20your>.

We may also share your personal information if necessary to comply with applicable laws and regulations, to respond to a subpoena, search warrant or other lawful request for information we receive, or to otherwise protect our rights.

#### **EMAIL AND TEXT MESSAGE COMMUNICATIONS**

If you wish to unsubscribe from our email campaigns, please click on the Unsubscribe link at the bottom of any marketing email sent from us.

If you wish to stop receiving text messages from us, reply STOP, QUIT, CANCEL, OPT-OUT, or UNSUBSCRIBE to any text message sent from us. For more information, see our Mobile Messaging Terms and Conditions available at [insert link to your mobile terms].

**[YOUR PRIVACY RIGHTS** *[DRAFTING NOTE: Depending on the privacy legislation that is applicable to you, you may be required to provide your users with certain rights to access, correct and delete the data you hold about them. We recommend consulting with your legal counsel about your obligations.]*

You may have the right to request access to the personal information we hold about you, to port it to a new service, or to request that your personal information be corrected or deleted. To exercise any of these rights, please contact us at [add contact information].]

#### **CHANGES TO THE THIS PRIVACY POLICY**

We may update this Privacy Policy at any time. Please review it frequently.

#### **CONTACT INFORMATION**

If you have any questions about this policy or our privacy practices, please contact us at [add contact information].