

Arts and Recreation Foundation of Overland Park

WEBSITE PRIVACY POLICY

Effective: March, 18, 2008

Our Commitment To Privacy

Your privacy is important to the Arts and Recreation Foundation of Overland Park, Inc., a 501(c)(3) non-profit corporation (ARFOP). To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our homepage and at every point where personally identifiable information may be requested.

The Information We Collect:

This notice applies to all information collected or submitted on the ARFOP website including the portions of the website dedicated to Friends of the Arboretum, Friends of the Farmstead and Friends of Overland Park Arts. On some pages, you can make donations; purchase memberships, sponsorships tickets and merchandise; make requests, and register to receive materials. The types of personal information collected at these pages are:

1. Name
2. Address
3. Email address
4. Phone number
5. Credit/Debit Card Information
6. Other personal information you provide

On some pages, you can submit information about other people. For example, if you order a gift online and want it sent directly to the recipient, you will need to submit the recipient's address. Another example would be to provide a name and address to enable ARFOP to notify the family of a memorial or tribute gift made to the Foundation. In these circumstances, the types of personal information collected are:

1. Name
2. Address
3. Phone Number
4. Other personal information you provide

The Way We Use Information:

We use the information you provide about yourself to acknowledge orders and donations; to maintain donor and sales records; to send membership renewal notices, newsletters, invitations, and information on further opportunities to support ARFOP; and to measure the effectiveness of the website and ARFOP's fundraising efforts. We do not share this information with outside parties except to the extent necessary to complete a transaction.

We use the information you provide about someone else only to provide notification of a gift, ship a product and to confirm delivery. We do not share this information with outside parties except to the extent necessary to complete that order.

We may offer gift-cards by which you can personalize a product you order for another person. Information you provide to us to create a gift-card is only used for that purpose, and it is only disclosed to the person receiving the gift.

We never use or share the personally identifiable information provided to us online in ways unrelated to the ones described.

We will honor your request not to use your personally identifiable information for newsletters, invitations and other communications.

Our Commitment To Data Security

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

Our Commitment To Children's Privacy:

Protecting the privacy of the very young is especially important. For that reason, we never collect or maintain information at our website from those we actually know are under 13.

How You Can Access Or Correct Your Information

You can access or change your personally identifiable information by sending us a request for access or sending a notice that credibly shows error. To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

How To Contact Us

Should you need to contact us or have other questions or concerns about these privacy policies, please call us at 913-895-6200 or send an email to privacy@artsandrec-op.org.