



## Presbyterian Association of Musicians Internet Privacy Policy

We know that you care how information about you is used and shared, and we appreciate your trust that we will do so carefully and sensibly. This privacy policy discloses the privacy practices for [www.presbymusic.org](http://www.presbymusic.org). This privacy policy applies solely to information collected by this website. It will notify you of the following:

1. What personally identifiable information is collected from you through the website, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security procedures in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.

### **What information does Presbymusic.org collect?**

We collect your personal information in order to provide and continually improve our offerings and services.

Here are the types of personal information we collect:

**Information You Give Us:** We receive and store any information you provide in relation to presbymusic.org. Examples include the following:

- when you search or shop for products or services on the site
- when you register for an event through our site.

You can choose not to provide certain information, but then you might not be able to take advantage of many of PAM's offerings.

### **As a result of those actions, you might supply us with such information as:**

- identifying information such as your name, address, and phone numbers;
- payment information;
- your location information;
- your IP address.

We are the sole owners of the information collected on this site. We will not sell or rent this information to anyone.

Unless you ask us not to, we may contact you via email in the future to tell you about specials, new products or services, or changes to this privacy policy.

### **For What Purposes Does PAM Use Your Personal Information?**

We use your personal information to operate, provide, develop, and improve the products and services that we offer to our users. These purposes include:

- **Purchase and delivery of products and services.** We use your personal information to

take and handle registrations, deliver products and services, process payments, and communicate with you about registrations, products and services, and promotional offers.

- **Communicate with you.** We use your personal information to communicate with you in relation to PAM via different channels (e.g., by phone, e-mail, chat).
- **Advertising.** We use your personal information to display interest-based ads for features, products, and services that might be of interest to you. We do not use information that personally identifies you to display interest-based ads. (Interest-based ads are sometimes referred to as personalized or targeted ads. We show interest-based ads to display features, products, and services that might be of interest to you.)

**Automatic Information:** We automatically collect and store certain types of information about your use of the PAM website, including information about your interaction with content and services available through PAM's website. Like many websites, we use "cookies" and other unique identifiers, and we obtain certain types of information when your web browser or device accesses PAM's website and other content served by or on behalf of PAM on other websites.

Examples of the information we collect and analyze include:

- the internet protocol (IP) address used to connect your computer to the internet;
- e-mail address;
- the location of your device or computer;
- browser window size,
- device and operating system used to access the Site. The information we collect from these cookies and web beacons is used to determine information about a user's visit to our Site,
- content interaction information, including the number of visits, average time spent, pages viewed, navigation history through the website, and other statistics.

#### **What about Cookies and Other Identifiers?**

To enable our systems to recognize your browser or device and to provide and improve PAM's website, we use cookies and other identifiers. For more information about cookies and how we use them, please read our Cookies Notice ([hyperlink to the below information](#)):

In order to help enhance the performance and functionality of the Site, we utilize session, persistent and third-party "cookies" that store a small piece of data on a users' computers and collect certain information about the users' visit to our Site. We also use cookies to understand users' browsing and buying activities so that we can measure the success of online advertising campaigns we run on the Site. Our Site also uses web beacons (either directly or from our partners), along with cookies, to determine if a user has visited a particular website. These beacons aid in providing more relevant advertising to the user, as well measuring the success of an advertising campaign, but provide no personally identifiable information.

Cookies are small text files that web servers typically send to users' computer when they visit a website. Cookies are stored as text files on users' hard drive and can be accessed by web servers when the user visits a website or views an advertisement. A session cookie is a cookie that stores information as a user is using the Site but is deleted once the browser session is finished. A persistent cookie is a cookie that stores information as a user utilizes the Site and stores and uses that information in connection with future visits of the user to the Site. Third-party cookies and/or web beacons are cookies or web beacons provided by our technology and/or advertising partners. Any third-party cookie or web beacon that we authorize for use on the Site only collects that information described below for the same stated purposes as if we were directly collecting the

information. For a third-party cookie or web beacon, the third-party will have access to the collected information in order to provide us with information or services to enhance the performance and functionality of the Site.

The cookies and web beacons we use collect non-personally identifiable information about users of the Site, including: browser used to access the site, date and time, the URL of the page being loaded, users who have visited a particular website(s), any previously assigned cookie identification (a unique identifier assigned to a user to identify repeat visitors), browser window size, the geographic location of the device or computer, device and operating system used to access the Site. The information we collect from these cookies and web beacons is used to determine information about a user's visit to our Site, including the number of visits, average time spent, pages viewed, navigation history through the website, and other statistics. This information is used to enhance the users experience while visiting our Site and to improve the performance of our Site by, among other things, allowing us to monitor Site performance, making the Site easier to use, measuring the effectiveness of promotional placements, and tailoring the Site (including the ads and offers a user receives) to better match a user's interests and preferences.

Users who prefer not to accept cookies can set their Internet browser to notify them when they receive a cookie or to prevent cookies from being placed on their hard drive. If you consent to our collection of cookies and you subsequently wish to withdraw your consent, you will need to manage the settings on your web browser to delete all cookies and disallow further acceptance of cookies. Please note that disabling cookies on your browser will prevent us from tracking your activities in relations to our Site, however, it may also disable some of the functions and features of the Site and the Site may not work properly.

If you would like to determine your consent status, please contact us at: [pam@pcusa.org](mailto:pam@pcusa.org).

By continuing to use our Site, you are agreeing to our placing cookies and/or web beacons on your computer in order to analyze the way you use our Site. Please read this cookie policy carefully for more details about the information we collect when you use the Site.

If you do not wish to accept cookies or web beacons in connection with your use of this Site, please discontinue use of the Site.

#### **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 the email address or phone number given on our website:

- 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.

#### **How Secure is Information About Me?**

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

Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way. You can verify this by looking for a closed lock icon at the bottom of your web browser or looking for "https" at the beginning of the address of the web page.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example, billing or customer service) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

#### **Updates**

Our Privacy Policy may change from time to time and all updates will be posted on this page.

We know that you care how information about you is used and shared, and we appreciate your trust that we will do so carefully and sensibly. This Privacy Policy describes how Presbysmusic.org collects and processes your personal information through our websites.

**If you feel that your information is being used in other ways, you should contact us immediately via telephone at 502-569-5288 or via email at [pam@pcusa.org](mailto:pam@pcusa.org).**