

MCG Privacy Policy Statement

The Mount Carmel Guild ("MCG") respects the privacy of its program participants and organization donors to its website. MCG strongly believes our program participants and organization donors must be assured that information provided online is used responsibly and appropriately. To protect online privacy, the MCG has implemented the following policy.

NOTE: THIS POLICY APPLIES ONLY TO ONLINE COLLECTION OF INFORMATION.

Information We Collect And How We Use It

MCG collects two types of information about you when you visit our website: personal information (including, by way of example only, your name, address, telephone number, e-mail address, and credit card information) and non-personal, aggregate information (such as information regarding the pages on our site that you have visited and your IP address).

Personally Identifiable Information:

MCG does not collect personally identifiable information about you unless you choose to provide it. Personal information is collected through the donations and volunteer program, in addition services or procedures MCG may implement from time to time. You are not required to submit any personally identifiable information in order to access information in the public areas of our website.

To gain access to the "staff-only" resources, and other personalized features on the MCG website, program participants and other users are asked to register and provide limited personal information. This information is submitted voluntarily. If you do not wish for us to have your personal information, please do not provide it.

MCG uses information voluntarily submitted by members and other visitors in the following way:

- MCG services and programs. Generally, MCG uses data collected to improve its own web content; to identify popular areas of the website; to respond to visitor and participants' needs, interests and preferences and to develop new programs and services.

Credit Card Information:

MCG does not disclose credit card information provided by its participants except to third parties that assist with processing credit card purchases. When

participants choose to pay using their credit cards, MCG submits the information needed to obtain payment to the appropriate clearinghouse.

Non-Personally Identifiable Information:

MCG collects non-personally identifiable, aggregate information from participants to our website. This non-personally identifiable information includes *but is not limited* to the number of hits per page, cookies, referrers, IP address, or other 'environmental' variables. *The MCG does not link non-personally identifiable information with personally identifiable information.*

Aggregate data are only used for internal and marketing purposes and do not provide any personally identifiable information.

"Cookies":

Cookies are files that contain information created by a web server that can be stored on a User's hard disk for future use ("persistent" cookie). Cookies transmit non-personal information back to the web site. We may use cookies to help us track traffic on our site. This information may be aggregated in an anonymous manner, and will help us better tailor our site and provide you with offers that we think may be of interest to you.

Cookies are not used to disseminate significant information about users over the Internet or to analyze any information that users have knowingly or unknowingly provided. When a user logs in, the system will ask whether the user approves of the attachment of a cookie. Users may opt out of accepting a "persistent" cookie, however, the user will need to login each time they visit the site.

CHOICE

Notification of Changes:

If we decide to change our privacy policy, we will notify you and post those changes on our web site so you will always be aware of what information we collect, how we use it and under what circumstances we disclose it. If at any point we decide to use personally identifiable information in a manner different from that stated at the time it was collected, we will notify you by way of an e-mail. You will then have a choice as to whether or not we use your information in this different manner. We will use information in accordance with the privacy policy in effect at the time that the information was collected.

Choices Available to the User:

MCG provides the following choices regarding the use of your information.

- You may choose not to provide us with any personal information.

- You may set your browser to not accept cookies, or to warn you when a cookie is being placed on your computer. If you choose not to accept cookies, however, your ability to navigate this web site may be hindered.

Security:

You understand and agree “perfect” security does not exist anywhere, including on the Internet. When you send your credit card information to us over our website, we encrypt this information between your computer and our server. Other information you send to this site, including email messages, will not be encrypted unless we advise you otherwise. The MCG website is protected by a firewall and monitored for security.

Third Party Links:

This web site may contain links to other sites. **PLEASE BE AWARE WE ARE NOT RESPONSIBLE FOR THE CONTENT OR PRACTICES OF ANY OTHER SITES.** We encourage our users to read the privacy statements of each and every web site they visit. **This privacy statement applies solely to the MCG website.**

Special Policy Regarding Information from Children Under Thirteen:

MCG is a general audience web site and it does not target to children. We do not knowingly collect personally identifiable information from any child under the age of 13. If it comes to our attention that we have collected such information, we delete it as soon as we discover it and do not use it or share it with third parties.