

## **Website Privacy Policy**

The Community Foundation of Anne Arundel County, Inc. (CFAAC) has created this privacy Policy to demonstrate its firm commitment to the privacy of **CFAAC** donors and website users. The following paragraphs describe the **CFAAC's** information gathering and dissemination practices. The privacy statement may change at any time; any changes will be posted on CFAAC's website, [www.cfaac.org](http://www.cfaac.org). Should you have additional questions, comments or concerns please contact:

CFAAC  
900 Bestgate Road, Suite 400  
Annapolis, MD 21401  
[HRdept@cfaac.org](mailto:HRdept@cfaac.org)  
410-280-1102

The following topics describe how the CFAAC uses information voluntarily submitted by its donors and other visitors to their website, [www.cfaac.org](http://www.cfaac.org).

### **E-MAIL PRIVACY**

Your e-mail address will only be used within CFAAC. CFAAC does not share, sell or rent e-mail addresses to anyone outside the organization. If you do not wish to receive e-mail correspondence, please e-mail your request to [Mary@cfaac.org](mailto:Mary@cfaac.org) or call Mary Spencer at 410-280-1102.

### **USE OF IP ADDRESSES AND COOKIES**

A unique number called an IP address identifies every computer on the Internet. Each time you connect to the Internet your machine is assigned an IP address. An IP address is a number that identifies each sender or receiver of information that is sent in packets across the Internet. The CFAAC uses your IP address to help diagnose problems with our server, and to administer the CFAAC website.

"Cookies" are small pieces of information that are stored by your browser on your computer's hard drive. Most Web browsers automatically accept cookies, but if you prefer, you can edit your browser options to block them in the future. CFAAC uses cookies to maintain user session identity, and, in some areas, to store your username and password locally for ease of access.

CFAAC may also collect certain demographic information about visitors to [www.cfaac.org](http://www.cfaac.org) through the use of cookies. CFAAC only uses this data to improve the overall [www.cfaac.org](http://www.cfaac.org) website and for internal business purposes.

## **EVENT REGISTRATION FORMS**

The CFAAC's website registration forms require users to give us contact information (such as name and e-mail address), method of payment, and other information. CFAAC may use customer contact information from the registration forms to send the user information about CFAAC and/or donations/events. The user's contact information is also used to contact the user when necessary. Information regarding method of payment is collected for donations and event. This information is transmitted via a secure e-mail.

## **EXTERNAL LINKS**

[www.CFAAC.org](http://www.CFAAC.org) contains links to other external websites that do not fall under the CFAAC.org domain. CFAAC.org is not responsible for the privacy practices or the content of such external websites. If you choose to follow such links to external websites, you do so at your own risk.

## **E-COMMERCE FOR EVENT REGISTRATION/DONATIONS**

[www.CFAAC.org](http://www.CFAAC.org) uses an order form for users to register for events and make donations. CFAAC collects user's contact information (such as e-mail address) and method of payment. Contact information from the order form is used to process registrations and donations and to send registration and donation acknowledgements.

## **SURVEYS**

[www.CFAAC.org](http://www.CFAAC.org) online surveys ask respondents for contact information (such as e-mail address) and demographic information (such as zip code and interests). CFAAC also may use contact data from its surveys to send information about CFAAC.

## **SECURITY**

This site has security measures in place to protect the loss, misuse and alteration of the information under CFAAC's control.