

PRIVACY POLICY

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Sounds Good Choir, NFP respects the privacy of your personal information.

This **Privacy Policy** applies to collection of information, including information collected on our website, www.soundsgoodchoir.org. By submitting your information to us or any of our staff, you consent to the terms and conditions of the policy and to our processing personal information for the purposes stated below.

PERSONAL INFORMATION

“Personal Information” is information that identifies you personally, such as your name, address, telephone number, and email address. We collect and store the personally identifiable information that you have provided us. Here are some examples of ways in which we may collect your information.

- When you request information via one of the email addresses identified on our website or otherwise contact us in person, by phone or email, with a question, we may then collect your name, address, and email in order to respond to that inquiry.
- We may collect your name, email address and other contact information if you register for an event.
- We may collect your name, email address, telephone number and payment information when you register for one of our programs, purchase one of our products (*such as a music folder*) or make a contribution, either on our website, over the phone or by mailing in a check.

The above list provides a sample of personal information that may be collected by Sounds Good Choir, NFP. From time to time, we may collect personal information from you in ways not described above.

USE AND DISCLOSURE OF PERSONAL INFORMATION

- We will not sell, trade, or share your personal information, collected on the website or through any other business activities with anyone else.
- We will not send you mailings on behalf of other organizations.
- We will only share your personal information, internally or externally, if you give us permission to do so.
- We will collect payment information, billing address and other information necessary to process a donation, event registration, or other financial transaction with Sounds Good Choir, NFP.
- We will use your information to comply with the law or in the good faith belief that such action is necessary to conform to the requirements of law or comply with legal process served on us to protect and defend our rights or act in urgent circumstances to protect the personal safety of others.

- We will use the personal information to protect against potential fraud. We may verify with third parties the information collected in the course of processing a gift, event registration or other donation. If you use a credit card or debit card on our website, we may use card-authorization and fraud-screening services to verify that your card information and address matches the information you supplied to us and that the card being used has not been reported lost or stolen.

Except as described in this Privacy Policy or at the time we request information, we do not otherwise disclose your personal information to any third parties. Further, Sounds Good Choir, NFP will not sell or trade your personally identifiable information to any third parties.

NOTIFICATION OF CHANGES

We reserve the right to change this Privacy Policy from time to time. When we do, we will note the last update at the bottom of this Privacy Policy. For changes to this policy that may be materially less restrictive on our use or disclosure of your personally identifiable information, we will obtain your consent before implementing the change by sending a notice to your primary email address and home address specified in our records and by placing a prominent notice on our website.

CONTACT INFORMATION

Questions regarding this Privacy Policy should be directed to Sounds Good Choir, NFP by sending an email to info@soundsgoodchoir.org. You have the right to review information we collected about you. Please reference this Privacy Policy in your subject line. Or you may contact us at:

Sounds Good Choir, NFP
Re: Privacy Policy
501 W. Ogden Ave., Suite 6
Hinsdale, IL 60521