



# Episcopal Church of the Advent

## Website Privacy Policy

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### Introduction

Welcome to [www.advent-church.org/](http://www.advent-church.org/). The Episcopal Church of the Advent (Advent) is committed to protecting your information by ensuring that we remain lawful. Below is the Privacy Policy for [www.advent-church.org/](http://www.advent-church.org/). Please take some time to read through this Policy as it outlines how we will use your personal information.

### Privacy Policy Consent

This website and all of its content is owned by Advent. The term “you” refers to the user or viewer of [www.advent-church.org/](http://www.advent-church.org/).

This Privacy Policy exists to inform you of how we collect, use, process and distribute your information. It is important for you to know that we will not use or share your information in any way that is not specified within this Privacy Policy.

We reserve the right to change or modify this privacy policy in any way, at any time. Please read this Privacy Policy in order to understand how your information may be obtained and used. Any content that is provided to us by you or is obtained by us from this website is governed by this Privacy Policy. By using [www.advent-church.org/](http://www.advent-church.org/), whether you have read this Privacy Policy or not, you are fully consenting to this Privacy Policy.

### Information We May Collect

Our goal in collecting information from you is to ultimately make your experience better as you use [www.advent-church.org/](http://www.advent-church.org/). Here are the pieces of information that we may collect when you use this website.

- 1) A name and an email address that will enable us to send emails to you - provision of an email address on this site equates to consent.
- 2) A name, email address, or phone number so we can follow-up with you.
- 3) Billing information including a name, address and credit card information will enable us to process any purchases or donations.
- 4) A name, email address, and phone number if you complete our contact form with a question.

Any information that you voluntarily provide equates to information that you are giving us the consent to use.

### How Personal Information is Collected

- 1) Visiting [www.advent-church.org/](http://www.advent-church.org/) (cookies)
- 2) Making a donation to Advent

- 3) Applying to work with Advent
- 4) Contacting us using email, phone or any other means
- 5) Through third party-cookies (see the section on “Data Collection Technologies”)

## **Anonymous Data Collection and Use**

In order to ensure that our website delivers a high quality experience, we may use your IP address to help diagnose problems on our end and to manage the Website by identifying which areas of the Website are being used the most, and to fine-tune our content for your best interest. Your IP address is the number assigned to computers connected to the Internet. This is essentially “traffic data” which cannot personally identify you, but is helpful to us for marketing purposes and for improving our services. Traffic data collection only follows your activities as you are using this website, it does not follow your activities on any other websites in any way. Anonymous traffic data may also be shared with business partners and advertisers.

## **Use of “Cookies”**

We may utilize the “cookies” feature of major browsers.

You may choose to disable cookies through your own web browser’s settings. However, disabling this function may diminish your experience on our Website and some features may not work as intended.

## **Data Collection Technologies**

In addition to our own cookies, we may also use various third-parties cookies, for example, Google Analytics, Google Ads, Google Tag Manager, Facebook Ads Manager, Facebook Pixel, etc.

By agreeing to our Privacy Policy, you agree to the use of cookies and similar technologies (for example, web beacons, pixels, tags, and device identifiers which we collectively refer to as “cookies”) as described in this policy.

## **What Happens with the Information We Collect**

- 1) It may be used to contact you
  - For follow-up purposes
  - For promotional purposes
  - For troubleshooting purposes
  - Informational updates
- 2) It may be used to help process payments online
  - Your personal information may be needed in order to process the payments that you could potentially be making to Advent.
- 3) It may be used during targeted social media or search engine advertisements
- 4) Viewing by others
  - Whenever you voluntarily provide Personal Information through the use of [www.advent-church.org/](http://www.advent-church.org/), you have consented to that information and its content, being seen, collected and

used by others. We cannot be responsible for any unauthorized or improper use of the information that you voluntarily share (i.e., sharing a comment on a blog post, posting in a Facebook group that we manage, sharing details on a group coaching call, etc.).

## **Storage and Handling of Personal Information**

Personal Information obtained by [www.advent-church.org/](http://www.advent-church.org/) is stored internally or through a data management system. We value your safety, so your Personal Information will only be accessed by people who are responsible for gathering, managing or storing it, or who have a legitimate need to access it. (i.e., our hosting provider, newsletter provider, payment processors or team members).

It is important to note that we may transfer information internationally. If you are using our website in the European Union, please understand that your Personal Information may be transferred outside of the European Union. By using our Website and providing us with your Personal Information, you are consenting to these transfers exactly as stated within this Privacy Policy.

## **How You Can Access, Update or Delete Your Personal Data**

### **You have the right to:**

- 1) Request information regarding how your information is used and request a copy of what information we use.
- 2) Restrict processing if you think the information is inaccurate, unlawful, or no longer necessary.
- 3) Be forgotten from our systems, meaning we will erase your personal information from our databases. (You have the “right to be forgotten”).
- 4) Change your preference regarding whether you consent to our use of your information.
- 5) Lodge a complaint if it is felt that any of your information has been unlawfully used.
- 6) Receive Personal Data portability and transference to another controller without our hindrance.
- 7) Object to our use of your information.
- 8) Not be subject to an automated decision based solely on automatic processing, including profiling, which legally or significantly affects you.

If you have any questions regarding our privacy policy, please reach out to us at [adventure@advent-church.org](mailto:adventure@advent-church.org) and we would be happy to connect with you.