

# Privacy Policy

Effective Date: May 24, 2023

This Privacy Policy explains how St. Philip Lutheran Church collects, uses, and discloses personal information about our members, staff, visitors, friends of the church, and visitors to our website at [stphilip-co.org](http://stphilip-co.org).

## COLLECTION OF PERSONAL INFORMATION

We may collect personal information directly from you, for example through a web form, during registration, from a Connection Card, or during the membership process. Personal information we collect directly from you may include first and last name, address, email address, and phone number.

## USE OF PERSONAL INFORMATION

We may use information collected about you for any lawful purpose, including the following:

- To provide you with services, support, and other relevant information;
- To advertise our events and services to you, including by email and text message subject to your consent;
- To provide our website to you, to optimize our website, and to assist with our advertising and marketing efforts;
- To comply with the law and to maintain the security of our website; or
- With your consent, or as otherwise disclosed at the time information is collected.

## DISCLOSURE OF PERSONAL INFORMATION

We may share the information we collect with other parties, including the following:

- With Constant Contact, to send email marketing and text message communications. For more information about how we may use your information with Constant Contact and the information that may be collected through our email campaigns, see Constant Contact's Customer Data Notice available at <https://www.constantcontact.com/legal/customer-contact-data-notice>.
- If necessary to comply with applicable laws and regulations, to respond to a subpoena, search warrant or other lawful request for information we receive, or to otherwise protect our rights or the rights of third parties, or to protect the safety or security of any person or entity.
- With your consent or as otherwise disclosed at the time of data collection or sharing.

## EMAIL AND TEXT MESSAGE COMMUNICATIONS

If you wish to unsubscribe from our email campaigns, please click on the Unsubscribe link at the bottom of any marketing email sent from us.

If you wish to stop receiving text messages from us, reply STOP, QUIT, CANCEL, OPT-OUT, or UNSUBSCRIBE to any text message sent from us. For more information, see our Mobile Messaging Terms and

Conditions available at [insert link to your mobile terms].

### **UPDATING YOUR INFORMATION**

When you log into our online directory, you may review, change, or update your contact information. Contact the church office for any change to your contact information.

### **CHANGES TO THIS PRIVACY POLICY**

We may update this Privacy Policy at any time. Please review it frequently.

### **CONTACT INFORMATION**

If you have any questions about this policy or our privacy practices, please contact us at 303-979-4491 or [office@stphilip-co.org](mailto:office@stphilip-co.org).