

## Happendance Privacy Policy

**Happendance understands that your privacy is important to you.** We are committed to protecting your privacy and want to make sure that you understand how information you give us is used. We also want you to be aware that you have choices about how we use this information.

**What Information We Collect.** When you join our Supporter list, we ask for basic information such as your name and contact information. We keep track of your participation in Happendance activities and supporter activities so we can understand your interests and evaluate the effectiveness of our programs. From time to time, we may also ask for additional information in your visits to [www.Happendance.org](http://www.Happendance.org). All of this information helps us to better fulfill Happendance's mission.

**Information Sharing.** We do not share your personal information with any other organization without your express advance permission. We may release personal member information only in the rare event that we are required to do so by law, or when necessary or appropriate to comply with legal process, or to protect or defend Happendance and its Supporters. We do not sell or rent your information to telemarketers, mailing list brokers, or other third parties.

**Your Choices.** We respect your choices. You may be a Happendance Supporter, but elect not to receive electronic information about Happendance activities, and may change your election at any time. We require up to ten days to comply with a change in election. To exercise your choices, please contact us at:

**Online:** [www.Happendance.org](http://www.Happendance.org)

**Phone:** (517) 333-3528

**Mail:** Happendance, 3448 Hagadorn Rd., Okemos, MI 48864

**E-Mail:** [supporter@Happendance.org](mailto:supporter@Happendance.org)

### Questions and Answers

The following Questions and Answers address Happendance privacy issues in more detail.

#### **Do I have to submit any personal information in order to use [www.Happendance.org](http://www.Happendance.org)?**

You do not need to give us any information about yourself to access most of [www.Happendance.org](http://www.Happendance.org). You can visit our pages, read our publications, and learn about our Happendance on a completely anonymous basis.

### **Does [www.Happendance.org](http://www.Happendance.org) collect non-personal information using "cookies"?**

Happendance does not collect cookies. We do collect types of online information that do not allow us to identify your name, e-mail address, or other personal characteristics. This "non-personal information" includes the number assigned to your computer whenever you access the Internet ("IP address"), and the type of browser you use. None of this non-personal information allows us to identify or contact you. We use this information to help us evaluate how our website is being used. By gathering this information, we can learn, among other things, how many people visit [www.Happendance.org](http://www.Happendance.org), which webpages are the most and least popular, and which other web sites are the most frequent referral sources for [www.Happendance.org](http://www.Happendance.org).

### **How is my information used, and can I control its use?**

Our primary purpose in collecting information is to provide you with timely Happendance news that you have told us you want to receive, and to evaluate and improve the programs we offer. We ask for your information so that we can process your requests, send you the e-mail newsletter to which you have subscribed, and allow you to register and pay for Happendance School classes, performance tickets, and other Happendance services. We store your Supporter information in our computer files, and use this information to send you our publications and timely notices about Happendance events and news, as well as surveys. We may also use Supporter information generally for other purposes. For example, we may review demographic information, survey results, and statistical analyses of [www.Happendance.org](http://www.Happendance.org) use in order to help us evaluate, modify, and develop services that advance our mission.

If you have subscribed to our e-mail newsletter and would like to stop receiving it, follow the instructions at the bottom of the newsletter.

### **Is any information shared with other companies or organizations?**

No. No information will ever be shared with others without your express advance permission. Happendance takes very seriously its responsibility to keep your personal information confidential and private. We do not sell or rent any of our Supporters' personal information to telemarketers, mailing list brokers, or any other third parties, including other arts organizations.

### **What privacy rules apply when I "click" on other web sites that may be shown on the Happendance website?**

Our website may offer links to other web sites that we think may be of interest to our Supporters. These sites may also collect personal information, and may have their own privacy policies that differ from, and are not covered by, this privacy policy. It is important that you review any privacy policies on these sites carefully before you use any services or programs offered. Happendance is not responsible for, and has no control over, the information collection or privacy practices of other websites. It is important that you review and understand the

privacy policies posted on any linked sites before volunteering any of your personal information. The linked sites may collect cookies, or allow third-party advertisers on their sites to collect cookies. You can often find information regarding a site and its privacy policy on the site's home page. If you cannot find or do not like a site's privacy policy, you may prefer not to do business with, or offer information to, that site.

### **How does [www.Happendance.org](http://www.Happendance.org) protect security and confidentiality?**

In order to protect your personal information, Happendance uses technologies designed to protect the security and privacy of information traveling to, from, and within [www.Happendance.org](http://www.Happendance.org). Only our authorized employees or agents carrying out permitted business functions are allowed to access personal information. Employees who violate our privacy access policies may be subject to disciplinary actions, including termination when appropriate.

Some of our information and services may be available to you only via a personal password. If you do allow others, including family or household members, to access Happendance password-protected areas through your personal, please understand that you are responsible for the actions of those individuals.

### **Will this policy ever change?**

From time to time, we may collect different types of information and use that information in different ways - for example, when we add features or services to [www.Happendance.org](http://www.Happendance.org). In these cases, we may edit this policy to explain the new practices. Because your privacy is very important to us, we do not expect major changes in policy. However, if we do make significant changes in our practices, we will include announcements on our home page so that you will know to review the revised policy.

If you have any questions or comments about your member information or this privacy policy, please send an e-mail by writing to [Supporter@Happendance.org](mailto:Supporter@Happendance.org), call us at (517) 333-3528, or write us at the address listed above. We will do our best to investigate any complaint you may have and respond promptly to your concerns. For more information about online privacy issues generally, we encourage you to visit the web sites of the [Federal Trade Commission](http://www.ftc.gov), the [Electronic Frontier Foundation](http://www.eff.org), and the [Electronic Privacy Information Center](http://www.epic.org).

In this policy, we use the terms "Happendance," "we," "our," and "us" to refer to Happendance. We use the terms "you" and "your" to refer to [www.Happendance.org](http://www.Happendance.org) visitors like yourself.