

## CRUTCHES 4 KIDS PRIVACY POLICY

### 1. OVERVIEW OF POLICY

Crutches 4 Kids (“C4K”) respects your privacy. This privacy policy (“Privacy Policy” or “Policy”) describes the information C4K collects from you, how we use such information, how you can review or change the personal information you provide us, how we may change this Policy, the effective date of the Policy, and the steps we take to protect your personal information.

Please read this Privacy Policy carefully, and if you have any questions or concerns, please email us at [info@crutches4kids.org](mailto:info@crutches4kids.org). This Privacy Policy applies to information collected via this website (the “Website”) and offline by C4K, but not to third party sites you may access via this Website.

### 2. AGREEMENT TO TERMS OF PRIVACY POLICY

You are not required to provide any personal information to us though you may not be able to access features on this site if such features require such information. By using our Website and providing information to us, you represent that you have read and understand the C4K Privacy Policy and you consent to the collection and use of Personal and Non-personal Information as described.

### 3. INFORMATION C4K MAY COLLECT

#### 3.1 Gathering of Personal Information

C4K may ask you for certain “Personal Information,” which is information that you provide to us which personally identifies you, such as your name or email address, or other data which can be reasonably linked to such information by C4K. You may be required to provide Personal Information to access or use certain parts of our Website or features of the Website. Our primary purposes in collecting Personal Information is to operate our non-profit organization, including providing crutches to children in need, and to provide you with the resources to help provide crutches to children in need around the world by running a crutch drive, raising funds, or volunteering your time.

If you are a donor and unless you donate anonymously, C4K may from time to time celebrate the generosity of donors by identifying names and amounts publicly unless you ask us not to.

#### 3.2 Gathering of Non-personal Information

There may be other instances in which C4K collects information automatically from you that is more general in nature (“General Information”) to make our Website more useful to you. Such information may include your Internet Protocol (IP) address, web browser

type, the web pages or sites that you visit just before or just after our Website, the pages you view on our Website, and the dates and times that you visit.

### **3.3 Cookies**

When you visit the C4K website, we may send one or more cookies to your computer or other device. A cookie is a small string of information that the website you visit transfers to your computer that allows that website to recognize your browser. C4K uses cookies to improve your Website experience, including for such activities as remembering your user name and password and storing user preferences. You can turn off all cookies, or have your computer warn you whenever cookies are being used. For both options you have to adjust your Web browser settings. There are also software products available that can manage cookies for you. Please be aware, however, that when you choose to reject cookies, this choice may limit the functionality of the Website.

## **4. THE WAY C4K USES INFORMATION**

We use the information we collect to help fulfill our mission of providing crutches to children in need around the world. This includes, but is not limited to, the following:

- A. To help you get involved with C4K by volunteering, organizing crutch drives, or raising funds. Please note that if you volunteer for C4K, your contact information, which may contain Personal Information such as your name, email address and telephone number, may be posted on the Website and/or C4K's page on social networking sites such as Facebook. Such information will remain available during the time the crutch drive is active and may be available afterwards as well.
- B. To analyze visits to the Website so that C4K can learn the best ways to connect Website users who want to volunteer, organize a crutch drive, or raise funds to the children who need crutches.
- C. To improve your experience with the Website by remembering your information so that you will not have to re-enter it during your visit or the next time you visit the Website, and to provide custom, personalized content and information.
- D. To send you information or materials that may be important to you, such as informing you of C4K's accomplishments. This includes for non-promotional or administrative purposes such as notifying you of major Website updates, or sending you information and updates. Additionally, C4K may send promotional and fundraising communications to you unless you opt-out of receiving such communications.
- E. To generally further the humanitarian mission of C4K to provide crutches to children in need around the world.

You may request to opt-out of mailing lists, or request that C4K delete your Personal Information by contacting us as directed below. Please note that if you opt-out we will need to keep at least your opt-out information, and that in some instances we may be required by law or policy to retain Personal Information.

## **5. DISCLOSURE OF INFORMATION**

### **5.1 Personal Information**

Except as otherwise described in this Policy, we do not disclose your Personal Information to third parties without your express consent. We may share your information for the purposes of providing services to you or as indicated below:

- A. In response to a subpoena, a court order, or a request for cooperation from a law enforcement or other government agency, to establish or exercise our legal rights, to defend against legal claims, or as otherwise required by law.
- B. When disclosure is appropriate in connection with efforts to investigate, prevent or take other action regarding illegal activity, suspected fraud or other wrongdoing.
- C. In connection with a corporate transaction, such as the sale of our business, a divestiture, merger, consolidation, or asset sale, or in the event of bankruptcy.
- D. With qualified affiliates, services providers, partners and other third parties (collectively, “service partners”). Our service partners may use your Personal Information to operate our sites and to deliver their services. We require service partners to have privacy policies at least as protective as this Policy.
- E. With other organizations that have charitable or humanitarian goals like that of C4K.

Release of your Personal Information for security purposes or as required by law, as described in this agreement to any person or entity under any circumstances shall be based on a determination made solely by us, exercising our own discretion, permission for which is expressly granted by you to use in accordance with this Policy and you release C4K from any liability regarding such releases

### **5.2 Non-Personal Information**

C4K may share Non-personal Information with third parties to assist them in understanding the usage patterns for certain content, services, promotions, and/or functionality on the C4K Website.

## **6. PROTECTION OF YOUR INFORMATION**

While C4K cannot guarantee complete security of the information we collect from you, we have implemented commercially reasonable procedures to aid in the prevention of unauthorized access to and improper use of the information we collect from you and to aid in the accurate maintenance of this information. You should be aware, however, that C4K has no control over the security of other websites or services on the Internet that you might visit even when a link may appear to direct you to websites and services from C4K. We want you to feel confident using the C4K website; however, no system can be completely secure. Therefore, although we take commercially reasonable steps to secure your information, we do not promise, and you should not expect, that your Personal Information, other communications or content will always remain secure.

## **7. CHILDREN UNDER 13 YEARS OF AGE**

C4K sometimes works with children under the age of 13 to further its mission of providing crutches to children in need, for example, by running local crutch drives and fund raising events. We want to provide additional privacy protections to children under the age of 13. If a child under 13 wishes to participate in a C4K crutch drive or fund raising event and needs to provide Personal Information to C4K for such participation, the child's parent or legal guardian must complete and return to C4K a Parental Consent permission form, which is available by emailing [info@crutches4kids.org](mailto:info@crutches4kids.org) and includes submission instructions.

## **8. THIRD PARTY LINKS**

For your convenience and to improve the usage of the Website we may insert links to third party websites on this site. This Privacy Policy does not apply to such third party websites. These links take you outside our service and off the C4K Website and are beyond our control. This includes links from partners that may use C4K's logos as part of a co-branding agreement. The sites those links can take you to have their own separate privacy policies and although we seek to protect the integrity of our site, C4K is not responsible for the privacy practices of third parties.

## **9. CHANGE OF YOUR INFORMATION SETTINGS**

If you would like to opt-out of receiving additional information from C4K, or to have your Personal Information deleted, please email us at [info@crutches4kids.org](mailto:info@crutches4kids.org). Note that we may be required by law to retain Personal Information. If you would like to opt out of receiving information via email from C4K, please send an email to [info@crutches4kids.org](mailto:info@crutches4kids.org) with the subject line: "Remove from mailing list."

## **10. CONTACTING C4K**

If you have any questions or comments relating to the Website or the Privacy Policy, please email us at [info@crutches4kids.org](mailto:info@crutches4kids.org).

**11. USERS OUTSIDE THE UNITED STATES**

Information that you submit to the C4K website will be collected, processed, stored, disclosed and disposed of in accordance with applicable United States law. The data protection and other laws of the United States and other applicable countries might not be as comprehensive as those in your country. By using the C4K website or providing your information to C4K or its agents and partners, you consent to your information being collected, transferred to, stored and processed in the United States and other applicable countries. If you do not agree to this provision, do not provide information to us.

**12. EFFECTIVE DATE OF AND CHANGES TO PRIVACY POLICY**

C4K's Privacy Policy may change from time to time. We will post any changes on this page and, if the changes are significant, we will provide a more prominent notice or use other means to identify such changes.

**SITE LAST UPDATED [December 4, 2011]**