



THE TRINITY FORUM



UPDATED PRIVACY POLICY

Effective date: 01/01/2020

This Terms of Service and Privacy Policy describes how The Trinity Forum (TTF) collects and uses the personal information you provide on our website: www.ttf.org and online communications. It also describes the choices available to you regarding our use of your personal information and how you can access and update this information. Your continued use of our services will signify acceptance of the terms of the updated Policy.

Visitors to www.ttf.org can browse our website without providing any personal information.

If you have questions regarding our privacy policy or practices, please contact us at 202.944.9881 or via email at mail@ttf.org.

Collection and Use of Personal Information

We collect information in multiple ways, including when you provide information directly to us, and when we passively collect information from you, such as from your browser or device.

1. Information You Provide Directly to Us

We may collect information directly from you in a variety of ways, such as when you:

- Register for an event
- Make a purchase
- Register for a promotion
- Complete a survey or provide us with feedback
- Complete an order or information form
- Request certain features (e.g., newsletters, updates, and other products)
- Use certain features that require your information to function (e.g., portions of our site that require log-in to participate)
- Communicate with us, such as through an online form
- Post user-generated content, including comments or photographs, to or on any of our website and email services, including blogs

The information you provide directly to us includes, but is not limited to: (i) name; (ii) email address; (iii) age; (iv) postal address; (v) username and password associated with your account; (vi) phone numbers; (vii) and demographic information. If you order a product or service that we offer for sale, we may also collect and maintain your billing address, shipping address, product selections, partial financial information and your order number. We may also use third party payment processors to collect certain financial information from you, such as your name, address, credit or debit card information or ACH information, applicable card expiration dates and security codes in order to process your transactions. When financial information is collected and processed by such third parties, we do not collect, store or otherwise maintain such information, and use and storage of that information is governed by the payment processor's applicable terms of service and privacy policy.

To use certain parts of TTF's services, you may be requested to submit information about others. For example, if you order a gift membership online and want to send it directly to the recipient, you will need to submit the recipient's address. In this circumstance, the types of information we may request include, but may not be limited to, the recipient's name, address and telephone number. Moreover, there may be content that you choose to share with a friend through our website. If so, we will ask for your friend's name and email address. We will send your friend an email on your behalf inviting him or her to visit our websites or check out our products.

2. Information that is Passively or Automatically Collected

We may automatically collect certain information about the computer or mobile devices you use to access TTF's website. We may collect and analyze information such as (a) the state or country from which you accessed services; and (b) information related to the ways in which you interact with TTF's website, such as: referring and exit web pages and URLs, platform type, the number of clicks, domain names, landing pages, pages and content (such as advertisements and videos) viewed and the order of those views, statistical information about the use of TTF services, the amount of time spent on particular pages, the date and time you used our website, the frequency of your use of our services, error logs, and other similar information. It is possible that we could collect different types of information about your location, including general information (e.g., IP address, zip code) and more specific information (e.g., GPS-based functionality on mobile devices used to access

our website), and may use that information to customize TTF services with location-based information, advertising, and features.

3. Information Collected By and From Social Media and Other Content Platforms

When you “like” or “follow” us on Facebook, Twitter, or other social media sites, we may collect some information from you including your name, e-mail address, and any comments or content you post relevant to us. We may also collect your information if you sign up for one of our promotions or submit information to us through social media sites. Moreover, if you access the TTF services through a third-party connection or log-in (e.g., Facebook Connect), you may allow us to have access to and store certain information from your social network profile. For a description of how social networking sites handle your information, please refer to their privacy policies and terms of use, which may permit you to modify your privacy settings.

4. Information from Affiliates and Non-Affiliated Third Parties

We may also obtain information about you, such as demographic information, from various third parties that we may attribute to you based on your assignment to certain statistical groups. We use this information to supplement the information that we collect directly from you in order to derive your possible interests and to provide more relevant experiences for you with our brand and improve our products, analytics, and advertising.

We may use direct and indirectly collected information to

- Fulfill your order
- Send you an order confirmation
- Send you requested product or service information
- Send you event invitations
- Respond to customer service requests
- Administer your account
- Send you a newsletter
- Send you marketing communications
- Respond to your questions and concerns
- Improve the content and features of TTF's services

- Aggregate and/or de-identify information collected through the TTF's services for internal research and marketing purposes
- For other purposes disclosed to you at the time we collect your information, or pursuant to your consent.

Choice/Opt-Out

You may choose to stop receiving our newsletter emails by following the unsubscribe instructions included in these emails or you can contact us at mail@tff.org.

Information Sharing

We will share your personal information with third parties only in the ways that are described in this privacy policy. **We do not sell any direct or indirect personal information to third parties.**

We may provide your personal information to companies that provide services to help us with our business activities, such as shipping your order, offering customer service, or data storage and analysis. We may also share registration information of event attendees to a specific event with a partnering organization sponsoring that same event.

We may use third-party web analytics services, such as Google Analytics, to help us analyze how users use TTF's website. The information (including your IP address) collected by Google Analytics will be disclosed to or collected directly by such service providers, who use the information to evaluate your use of our services.

If you receive email from us, we may use certain tools to capture data such as when you open our message or click on any links or banners our email contains. This data allows us to gauge the effectiveness of our communications and marketing campaigns.

Links to Other Websites

Our website includes links to other websites whose privacy practices may differ from those of the Trinity Forum. If you submit personal information to any of those sites, your information is governed by their privacy policies. We encourage you to carefully read the privacy policy of any website you visit.

Data Retention

We will retain your user profile information for as long as your account is active or as needed to provide you services. If you wish to cancel your account or request that we no longer use your information to provide you services contact us at 202.944.9881 or mail@ttf.org . We will retain and use your information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

Security

The security of your personal information is important to us. We follow generally accepted industry standards to protect the personal information submitted to us, both during transmission and once we receive it. No method of transmission over the Internet, or method of electronic storage, is 100% secure, however. Therefore, we cannot guarantee its absolute security. If you have any questions about security on our website, you can contact us at mail@ttf.org. When you enter sensitive information (such as a credit card number) on our order forms, we encrypt the transmission of that information using secure socket layer technology (SSL).

Transaction Security

The personal information collected when you make a contribution or purchase items by credit card is kept for the purposes of tracking your order and providing a receipt of the transaction. This information is stored on an encrypted, secure server managed by a third-party commercial credit card processing institution.

Member/Attendee Testimonials

We post member/attendee testimonials on our website which may contain personal information. We do obtain the customer's consent via email prior to posting the testimonial to post their name along with their testimonial. If you wish to update or delete your testimonial, you can contact us at mail@ttf.org.

Correcting, Deleting and Updating Your Personal Information

To review and update or delete your personal information, contact us at mail@ttf.org. We will respond to your request within seven days.

Notification of Privacy Policy Changes

We may update this privacy policy to reflect changes to our information practices. If we make any material changes we will notify you by email (sent to the email address specified in your account) or by means of a notice on this site prior to the change becoming effective. We encourage you to periodically review this page for the latest information on our privacy practices.

International Users: The information discussed in this Policy is processed in the United States by the Trinity Forum for the purposes described. Third parties may be engaged in providing TTF services to you, the processing of transactions and/or the provision of support services not in your country of residence. If we provide any information about you to third party information processors, we will take appropriate measures to ensure such companies protect your information adequately in accordance with this Policy and other data protection laws that govern the transfers of such data. We also comply with other age restrictions and requirements in accordance with applicable local laws.

Contact Information

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