



**CUTANEOUS
LYMPHOMA
FOUNDATION**

Privacy Policy 2012

Cutaneous Lymphoma Foundation
PO Box 374
Birmingham, MI 48012
Phone and Fax: 248.644.9014
info@clfoundation.org
www.clfoundation.org

Scope

This statement applies to the Cutaneous Lymphoma Foundation (CLF) website.

Information Use

CLF collects information from users through several points on the web such as making a donation, merchandise sales, ordering free materials, signing up for the CLF mailing lists or eNewsletters, and online event registrations.

Personal financial information in the form of a credit card number and expiration date are only collected if a site user wishes to make an online donation or purchase merchandise through CLF online. This information is not maintained by CLF when entered online. All online transactions are securely transmitted using SSL encryption.

User information submitted through CLF website is only used for the purposes for which it was collected.

Advertising Policy

CLF does not host any form of advertising from our website or email communications.

Cookies

CLF does not use cookies to capture any information from our website or email communications.

Communications

Newsletter or Mailing List

If a user wishes to opt-in subscribe to our e-newsletter, mailed newsletter, or to be added to a mailing list of any kind we ask for contact information as well as other information to populate a contact record; these items consist of a working email address, mailing address, questions related to how you learned about the CLF, the connection to the CLF, and some disease specific questions used to help plan future efforts.

Sharing

Legal Disclaimer

Though CLF makes every effort to preserve user privacy, we may need to disclose personal information when required by law wherein we have a good-faith belief that such action is necessary to comply with a current judicial proceeding, a court order or legal process served on our website.

CLF may need to share personal information with third parties in other limited circumstances. For example, we may release personal information to third parties to perform services on our behalf such as: advising you of our upcoming events, partnership offers, volunteer opportunities, and health-related information or processing credit card payments. CLF may also make your name and postal address available to other nonprofit organizations whose services or activities may be of interest to you. However, third parties retained by CLF to provide such services are obligated to maintain the confidentiality of this information and are not authorized to use this information for any purpose other than providing those services. If you would like to opt-out of having CLF share your name and postal address with third party organizations, please email debra@clfoundation.org and type 'do not share' in the subject line of your email.

The CLF will not sell, loan, publicize, or otherwise share its mailing list or other personal information of current or former members, patients, or donors with any other organization except on a case-by-case basis and with specific written permission from the member or individual on the mailing list.

The history of contributions by donors will be held in absolute confidence and will not be revealed to anyone beyond staff and board members without explicit written permission from the donor, with the exception of the name recognition within the annual report. Donors have the option to remain anonymous and when noted will be excluded from such lists.

The CLF obtains prior permission before using the names, photos or video of individuals, organizations, or companies in ways that imply endorsement of program or fundraising activities.

Third Party Intermediaries

CLF uses 3rd party transaction services to process online donations.

CLF provides the option of receiving certain of its booklets, brochures, and fact sheets by mail through request forms on our websites. These materials are shipped by the US Postal Service or FedEx.

Additional services such as ordering from the CLF e-store also utilize 3rd party transactions services to process credit card transactions.

We will only provide these companies the information they need to deliver the service and prohibit them from using that information for any other purpose. These companies/organizations do not share or use personally identifiable information that may be obtained from these transactions for any secondary purposes.

Open Forums

Social Sites, Message boards, and chat rooms may be available to visitors of the Site or Social Sites. The forums will identify visitors as requested by the visitor. Please remember that any information you disclose in these areas becomes public information. Accordingly, you should always exercise caution when deciding to disclose personal information.

Notification of Changes

If CLF changes its privacy policy, changes to this privacy statement will be posted, with prominent links to the new policy positioned on the CLF homepage (www.clfoundation.org), and other places we deem appropriate, so our users are always aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it. CLF will use information in accordance with the privacy policy under which the information was collected.

Contacting Us

Effective management of our email list to honor the interests of our contacts is a founding principle of our email communications program. Whether you would like to be removed from our eNewsletter or any mailing all of our communications include an 'unsubscribe' option.

To be removed from our direct mail or telemarketing lists email debra@clfoundation.org and use "Request for Removal" in the subject line and include your name, address, email address and you will be placed on our "do not mail" list and will no longer receive any communications.

If users have questions or concerns regarding this statement, they should first contact us by email at holly@clfoundation.org or by postal mail at:

Holly Priebe
Director of Operations and Finance
Cutaneous Lymphoma Foundation
PO BOX 374
Birmingham, MI 48012

Additional Information

This privacy policy is personal between you and us, and no one else shall be deemed a third party beneficiary of this policy.

USE OF THIS SITE SIGNIFIES YOUR AGREEMENT TO THE TERMS OF USE AND THIS PRIVACY POLICY.

CLF reserves the right to change this policy at any time. Since any changes will be posted on this page, we encourage you to check this page regularly. Your continued use of the Site will constitute your acceptance of such changes. If you have any further questions regarding this privacy policy or the use of your

personal information under this privacy policy, you can contact us at the following postal address:

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