

PRIVACY POLICY

Thank you for visiting the Columbia Association Web site. Your privacy is important to us and we provide this notice ("**Privacy Policy**") explaining our information practices and the choices you can make about the collection and use of your personal information by the Columbia Association.

Information Collection

To fulfill your requests for information, address your questions about our activities and membership; enable you to participate in our site activities and offerings, and to provide you with opportunities to learn about other programs and services in which we think you might be interested, we ask that you provide us with certain personally identifiable information. The types of personally identifiable information that may be collected at this site include: name, address, e-mail address, telephone number, credit card and billing information, demographic information, additional information collected during the registration process, and information about your interests in and use of various events, programs, services and memberships.

Non-personally identifiable information

We also may collect certain non-personally identifiable information when you visit many of our Web pages, such as the type of browser you are using (e.g., Netscape, Internet Explorer), the type of operating system you are using, (e.g., Windows 2000 or Mac OS), and the domain name of your Internet service provider (e.g., America Online, Earthlink).

Use of Collected Information

We use your personally identifiable information to provide the information or content you have requested (e.g., process, fulfill and follow up on questions regarding our programs and services or answer your e-mails), to contact you about events, memberships, programs, features or services in which we believe you may be interested (e.g., member programs, classes, activities, promotions), to send and process surveys, or for other purposes disclosed at the time of collection. We also may use your personally identifiable information to contact you regarding your use of our Web site or changes to our Privacy Policy, Terms of Use, or other policies or terms that affect you and your use of our Web site. In addition, we may use information collected about our users to improve the content and navigation of our Web site, or for other internal purposes.

Agents and contractors of the Columbia Association who have access to personally identifiable information are required to protect this information in a manner that is consistent with this Privacy Policy by, for example, not using the information for any purpose other than to carry out the services they are performing for us.

We may, from time to time, supplement the information we collect from you with outside records (e.g., information we obtain from other companies) to enhance our ability to

serve you, to tailor our content to you, and to offer you opportunities to purchase products or services that we believe may be of interest to you.

We may disclose anonymous, aggregated user statistics to third parties for a variety of purposes. For example, we may disclose how many individuals visited certain areas of our Web site, or demographic information about our users.

In addition, we may disclose personally identifiable information collected about you at this site in the following instances:

Legal Action: We may disclose information about our users, including personally identifiable information, when legally required to do so, to verify or enforce compliance with the policies governing our Web site and applicable laws, or to protect against misuse or unauthorized use of our Web site. We also may disclose user information whenever we believe disclosure is necessary to limit our legal liability; to protect or defend our rights or property; or to protect the safety, rights, or property of our users.

Corporate Change: We may sell, transfer, or otherwise disclose user information, including personally identifiable information, to a successor entity in connection with a corporate merger, consolidation, asset sale, bankruptcy or other corporate change respecting the Web site.

Your Choices

As noted above, we may use the personally identifiable information we collect from you online to provide you with opportunities to offer you products and services that may be of interest to you. If you would like to opt out of future promotional materials from us, you may indicate this preference by following the unsubscribe instructions at the end of such e-mail communications.

Collection of Information by Third-Party Sites and Sponsors

Some of our Web pages contain links to other sites whose information practices may be different than ours. Visitors, members and customers should consult the other sites' privacy notices as we have no control over information that is submitted to, or collected by, these third parties.

We may sometimes offer content (e.g., contests, sweepstakes, or promotions) that is sponsored by or co-branded with identified third parties. By virtue of these relationships, the third parties may obtain personally identifiable information that visitors, members and customers voluntarily submit to participate in the site activity. We have no control over these third parties' use of this information.

Cookies

To enhance your experience with our site, many of our Web pages use “cookies.” Cookies are text files we place in your computer’s browser to store your preferences. We may use cookies to understand site usage and to improve the content and offerings on our site. For example, we may use cookies to personalize your experience at our Web pages.

You may adjust your browser to reject cookies from us or from any other Web site. Please consult the “Help” section of your browser for more information. However, certain areas of our site may be accessed only in conjunction with cookies or similar devices and you should be aware that disabling cookies or similar devices might prevent you from accessing some of our content.

Data Security

We have put in place certain safeguards to help prevent unauthorized access and maintain data security.

Reviewing and Correcting Your Information:

To access the personally identifiable information that this site has collected about you online, or to correct factual errors in such information, please contact us through the information provided below in the “Questions/Concerns?” section.

To protect your privacy and security, we will take reasonable steps to help verify your identity before granting access or making corrections.

Changes to Privacy Policy

We may, from time to time, update this Privacy Policy. We will post material changes at our Web site, so we encourage you to check back periodically. Any material changes shall be effective as of the date set forth in the then-current Privacy Policy.

Questions/Concerns?

If you have any questions, comments, or concerns regarding our Privacy Policy, please contact us at: webmaster@columbiaassociation.org.

Effective Date: This Privacy Policy was updated on July 23, 2007.