

## **PRIVACY STATEMENT**

*Last Updated: 12/4/2015*

This website [www.lrap.org](http://www.lrap.org) (the "Site") is operated by LRAP Association, Inc. ("we" or "us"). This Privacy Statement (the "Policy") is designed to tell you about our practices regarding the collection, use, disclosure, processing and storage of personal information that you may provide via the Site or any of the various features, applications, emails, content, uploads, or products now or subsequently available through the Site (collectively, the "Platform").

By using the Platform or by otherwise providing any personally identifiable information to us, you are consenting to the collection, use, disclosure, processing and storage of your personally identifiable information as set forth in this Policy. If you do not consent to the use of your personally identifiable information as described in this Policy, please do not provide any personally identifiable information to us.

### **Scope**

This Policy explains why we need certain personally identifiable information from you, and choices you may have about the ways we use that information.

If you sign up to use a special feature of the Platform, you may be asked to separately and expressly consent to specific terms, for example, by affirmatively checking a box or clicking on a button marked, "I agree." This separate agreement will supplement or amend this Policy, but only with respect to the matters governed by such separate agreement.

If you are located outside of the United States, please note that any personal information collected through the Platform may be transferred to the United States and other countries that might not provide an equivalent level of protection as the data protection laws in your home country. Your use of the Platform or submission of any personal information will therefore constitute your express consent to the collection, use, disclosure, processing and storage of your personal information outside of your home country.

Please be sure to read this entire Policy before submitting any information to the Platform. We may update this Policy from time to time. We will also revise the "last updated" date at the top of this Policy. We encourage you to periodically review the Policy for updates.

### **Collection of Personal Information**

"Personal information" refers to any information relating to an identified or identifiable individual who is the subject of the information. The term "individual" includes organizations for purposes of this Policy. Personal information we collect may include, for example, an individual's name, address, e-mail address and/or phone number, age and/or age range (you must be 18 years of age or older). We may also collect additional personal information from you including: a social security number, work history, pay stubs, and a collegiate transcript. We may also collect a user name and password if you have created an account on this website. In addition, we may collect information relating to a user's device including usage, condition and/or location. We only collect the personal information that is necessary to provide the information or services requested by you. We may also collect statistical information that helps us understand how people are using the Platform. For example, we may analyze server logs for statistical purposes and may employ

Google Analytics to analyze how users are utilizing the Platform. This information is not associated with any specific individual and no attempt is made to profile individuals who use the Platform.

It is not our policy to permit third parties to collect personal information about your online activities over time and across sites (behavioral tracking) when you use the Platform.

### **Use of Personal Information**

We use personal information only in the ways enumerated herein or as we subsequently notify you unless such other use is authorized by you or required by applicable law. We may also use information to respond appropriately to requests, including responses directly to you or to improve the Platform. The personal information we collect allows us to keep you posted on the Platform's latest announcements, updates, and events and from time to time, we may send important notices to you. We may also use personal information for internal purposes such as auditing, data analysis, and research that help us improve our services and content.

### **Disclosure of Personal Information**

#### **Disclosure to Third Parties**

At times, we may make certain personal information available to affiliates, strategic partners or service providers that work with us, or that help us operate the Platform.

#### **Others**

It may be necessary by law, legal process, litigation, and/or requests from public and governmental authorities within or outside your country of residence for us to disclose your personal information. We may also disclose information about you if we determine that for purposes of national security, law enforcement, or other issues of public importance, disclosure is necessary or appropriate.

We may also disclose information about you if we determine that disclosure is reasonably necessary to enforce our terms and conditions or protect our operations, subscribers, sponsors, or users. Additionally, in the event of a company re-organization, sale or merger, we may transfer any and all personal information we collect to the relevant third party or third parties as applicable.

### **Cookies and Other Technologies**

We may use cookies and other technologies such as pixel tags and web beacons to keep track of and store information so the user does not have to supply the information multiple times. We treat information collected by cookies and other technologies as non-personal information. However, to the extent that Internet Protocol (IP) addresses or similar identifiers are considered personal information by local law, we also treat these identifiers as personal information. Similarly, to the extent that non-personal information is combined with personal information, we treat the combined information as personal information for the purposes of this Policy. You can configure your web browser to refuse cookies or to notify you when a web site attempts to send you a cookie. You can also check your hard drive for cookie files and delete them from your computer. Please note, however, that if you do turn off cookies, the Platform may not work as intended and may lose some functionality.

We may gather some information automatically and store it in log files. This information can include Internet Protocol (IP) addresses, browser type and language, Internet service provider (ISP), referring and exit pages, operating system, date/time stamp, and clickstream data.

We do not currently collect, and it is not our policy to permit third parties to collect “targeted” cookies (persistent identifiers tracking users across different sites and services) for purposes of advertising. In addition, we do not currently respond to “Do Not Track (DNT)” browser signals.

### **Security**

We maintain reasonable administrative, physical, and technological measures to protect the confidentiality, integrity and security of personal information you submit on or through the Platform.

### **Links to Other Sites**

The Platform may have links to other web sites that you may voluntarily access. We are not responsible for the content, privacy, or security practices of third party sites, or for any effect on your personal information as a result of your access to such sites, and suggest that you review their data security and privacy statements.

### **Privacy of Children**

The Platform is a general audience site that is not designed nor intended to collect personal information from children under the age of 13. We do not knowingly collect personal information from anyone under the age of 13. We do not use such information, and will take reasonable measures to delete it if we discover that it has been provided. The Platform is not a child-directed site in whole or in part. The Platform does not target children under the age of 13 as a primary or secondary audience.

### **Access**

You have the right to access your personal information stored with us to ensure that it is accurate, complete and current. Upon request, we will grant you reasonable access to your personal information, except where the burden or expense of providing access would be disproportionate to the risks to your privacy or where the rights of other persons would be violated. In addition, we will take reasonable steps to correct, amend or delete information that you can independently demonstrate is inaccurate or incomplete.

You may at any time withdraw your consent to the collection, use and transfer of your personal information. However, please note that, by withdrawing your consent, it may be impossible for us to continue to provide you with certain services.

### **Your California Privacy Rights**

Beginning January 1, 2005, California law permits customers who are California residents to request once in any calendar year certain information regarding our disclosure of personal information to third parties for marketing purposes. To make such a request, please contact us by e-mail at: [info@lrpassociation.org](mailto:info@lrpassociation.org) or write to us at: LRAP Association, PO Box 1476, Bloomington, IN 47402.

### **Privacy Questions**

If you have any questions or concerns about this Policy or would like information on how to access or update your data, or information on how to opt out of or unsubscribe to future mailings, please contact us by email at [info@lrpassociation.org](mailto:info@lrpassociation.org) or by phone at (877) 577-5727.