

Circle Of Concern Privacy and Security Statement

This Privacy and Security Statement applies only to www.CIRCLEOFCONCERN.ORG, operated by Circle Of Concern. Circle Of Concern and its officers, directors, employees, volunteers, agents' contractors and subcontractors are required to honor this Privacy and Security Statement.

Some Terms We Use in this Policy

Personal Information is any information that identifies you with the exception of professional information such as your business address, business telephone and facsimile numbers and business e-mail address. It also includes your credit card number.

Cookies are small text files containing unique identification numbers that your web browser software transfers from our web site to your computer when you visit our site. Circle Of Concern. uses cookies to help us recognize your browser, make it easier for you to use our site and to help us customize your experience. Our use of cookies is described more fully [below](#).

Privacy

The Personal Information We Collect, How it is Gathered and Used

If you choose donate from our site, you must provide the following information: your name, credit card information (including the 3 digit ID number from the back of the card), telephone number (in case our customer service personnel need to reach you about your donation), mailing and/or shipping address, email address (so that we may, if you opted-in, send you our email newsletter and/or other news). In the following paragraphs, we outline the services and activities in connection with which we gather your Personal Information and provide details on how that Personal Information is used.

All of these services are optional; if you do not wish to provide Personal Information, you may simply decline to take advantage of that service.

Personal Information is collected in the following ways:

- **Online Donations** - To process your donation, to contact you regarding your donation, or to answer any questions/concerns you might have expressed.
- **Requesting a Newsletter** - To process your request and send you newsletters.
- **Email Newsletters** - For your convenience, we can send the monthly newsletters via Email as opposed to hard copies in the mail.
- **Contacting Circle Of Concern** - We ask for only the Personal Information necessary for you to contact us and receive the appropriate response.

The Personal Information We Share and Who We Share It With

Circle Of Concern does not share any Personal Information. Donor mailing lists are not sold, nor does Circle Of Concern purchase any additional donor lists.

Disclosure Under Legal Duty

- If compelled to do so by valid subpoena or court order or other governmental process, we may disclose your Personal Information as we are legally required to do. We may also use or disclose your Personal Information if necessary to protect the interests Circle Of Concern, for medical or other emergencies that require such disclosure.

How You Can Control the Use of Your Personal Information

There are several methods to contact us listed in this section. If you would like to change your Personal Information in our records or remove your name from our newsletter mailing list contact us using one of the methods set out below. There are known methods that spammers can use to hide their identity by using other people's email address to send out emails if you have a question about the genuineness of an email you receive from Circle Of Concern contact us using the circleofconcern@att.net email address.

- Email us at: circleofconcern@att.net, and include your name, address, telephone number, email address, and a note of instruction; or
- Call us at 636.861.2623 or
- Write to us at: Circle Of Concern, P.O. Box 444, Valley Park, MO 63088, and include your name, address, telephone number, and a note of instruction; or
- To be removed from a "postal" mailing list, please use the contact information above

How You Can Control Email Newsletters You Receive From Us

You may cancel our email newsletters at any time by contacting us in any of the above methods and adding the instruction to be removed from our Email newsletters.

Certain Technical Information You Should Know

Our Use of Cookies

Circle Of Concern does not keep "cookies." Circle Of Concern, however, does track the number of visitors to the website and by page visited. This information is only used to enhance the website.

Security

How We Strive to Protect Personal Information

At Circle Of Concern we have policies and procedures in place for the security of every online donation. Our donors' security is something we do not take lightly and will protect to the best of our abilities. If you do not feel comfortable providing credit card information, or any other personal information via the internet you may always call and provide it over the phone or come to Circle Of Concern in person.

E-Mail Abuse

There are many unscrupulous individuals operating on the internet today who would think nothing of fabricating an email to make it appear that it comes from Circle Of Concern. These individuals may be engaging in a practice know as "phishing" in which they attempt to trick unwary recipients of email into divulging Personal Information. Circle Of Concern will rarely, if ever, request Personal Information in an unsolicited email message to you.

If you have any question about the genuineness of an email you receive that appears to be from Circle Of Concern contact us at circleofconcern@att.net and do not furnish Personal Information in response to the email unless its authenticity can be verified.

Other Matters You Should Know

Links to Other Sites

Circle Of Concern may provide links to other sites as they are deemed relevant or are sponsors to Circle Of Concern. However, Circle Of Concern does not have control over their privacy policies and visitors should consult each additional website to find such policies.

Updates to this Statement

We reserve the right to make changes at any time to our policies and/or alter the look and functionality of our web site. However, if we change how we use your Personal Information, we will post the policy change notification on the web site and we will update this Statement accordingly. We encourage you to periodically review this Statement for the latest information on our privacy and security policies.

Our current Statement was last updated September 22, 2007.