

# NORTH CASCADES INSTITUTE PRIVACY POLICY

Thank you for visiting [www.ncascades.org](http://www.ncascades.org), a website developed and maintained by the North Cascades Institute (“the Institute”) to support our mission to conserve and restore Northwest environments through education and to inspire closer relationships with nature through direct experiences in the natural world.

North Cascades Institute is committed to protecting the privacy of your personal information. This privacy policy tells you how we use personal information collected at this site or that you provide directly to us through emails, mail, via phone or other means. Please read this privacy policy before using the site or submitting any personal information. To reflect the changing nature of our operations, this policy may be changed at any time. If we make any material changes, we will prominently post notification of change to this policy on our website. The latest privacy policy will appear here.

## WHAT INFORMATION ABOUT ME DOES NCI COLLECT AND STORE?

The Institute strives to adhere to the highest standards of ethical practices in all of our operations and is dedicated to protecting the privacy of all visitors to our website. One of the basic principles we follow is minimizing the amount of information we collect. We ask only for the information we need to provide the service you've requested. As a result, what information we collect and store depends almost entirely on how you choose to make use of our website and our services. Read further to find out more...

## PERSONAL INFORMATION

We collect and store information that you enter into this website or provide to us via other means. For example, if you apply for membership, make a donation or send an email inquiry, we collect and store some or all of the following information that you provide, such as: name, address, phone number, email address, message contents of emails.

The Institute offers you a wide variety of programs and opportunities for direct participation and for providing support (financial or otherwise). The personal information you provide is used by the Institute to process membership orders, to send donation requests and confirmations, to sign up individuals and groups for events and programs, to rent our facilities, and to provide customer service or respond to general inquiries.

**We do not sell, rent, trade or share your personal information with anyone without expressly providing notification to you at the time you provide the information.**

## MAIL AND EMAIL COMMUNICATIONS

Periodically, we send out mailings and emails pertinent to the Institute, including information on programs and events and solicitations for financial support. You can subscribe and unsubscribe to receive this information at anytime.

## THIRD-PARTY PROVIDERS

We may use third-party providers to perform **limited functions on our behalf**, such as marketing, promotions, credit card processing, etc. These entities have access to the personal information needed to perform **these limited functions** and are contractually obligated to maintain the confidentiality and security of that personal information.

## SOCIAL NETWORKS AND OTHER COMMUNICATIONS FORUMS

Our website provides links to social networks such as Facebook.com, Vimeo.com and Flickr.com. These links and any other chats, blogs, conferences or social networks that may be hosted by the Institute are public and not private communications. Please be advised that the practices described in this privacy policy do not apply to information gathered through these other web sites. The content of these communications are not to be considered reviewed, screened, or approved by the Institute, and not to be considered an endorsement by the Institute. We encourage you to be aware of when you leave this website and to read the privacy policies of each and every website that you visit.

## EMERGENCY SITUATIONS

We may use or disclose personal information if required to do so by law or in the good-faith belief that such action is necessary to (a) conform to applicable law or comply with legal process served on us or the website; (b) protect and defend our rights or property, the website or our users; and (c) act under emergency circumstances to protect the personal safety of us, our affiliates, agents, the users of the website or the public.

## GOVERNING LAW/ASSIGNMENT

Our website is published in the United States. The laws of the State of Washington shall govern in any and all disputes, including privacy or defamation issues or other concerns.

## CONTACT

If you have any questions or comments about this policy, please contact us at [privacy@ncascades.org](mailto:privacy@ncascades.org)

