

# ARTS OF THE PAMLICO/THE TURNAGE THEATRE PRIVACY POLICY

Arts of the Pamlico/The Turnage Theatre respects your right to privacy and your requirements to control personal information. "Personal information" includes, but is not limited to: name, address, telephone number, e-mail address, and credit card information. Arts of the Pamlico/The Turnage Theatre does not sell any personal information.

The intent of this Privacy Statement is to inform users of our internet sites, including artsofthepamlico.org, on how the sites collect, store, and use personal information submitted via the site.

## Collection of Information

No software or hardware techniques are employed to capture a visitor's e-mail address without their knowledge. Certain applications on our websites may require users to register or to provide personal information in order to make a commerce transaction, to enter a contest, or to subscribe to a newsletter. Such personal information may be shared with third party organizations (these third parties may include regional arts and cultural organizations, producers, promoters, presenters, or artists) to provide a service to you as well as to assist these organizations in growing attendance. To better enable us to service our patrons, the websites may be used as a survey tool to request demographic information. Entry of such information is optional, and if you choose not to enter such information, you can successfully use these applications. If we request demographic information, we will not share your personal information as an individual with any other entity. If we do share demographic information with third parties, we will give them aggregate information only.

## Mailing Lists

If you provide your e-mail address, Arts of the Pamlico/The Turnage Theatre may contact you periodically with special offers, updated information, and new services. Any e-mails sent to you by Arts of the Pamlico/The Turnage Theatre offer you the option to be removed from the e-mail mailing list.

Selected applications on our website allow visitors to subscribe to our email newsletter by providing their name and email address. If you provide Arts of the Pamlico/The Turnage Theatre with your email, mailing address, or telephone number, Arts of the Pamlico/The Turnage Theatre may use this information to alert you to updated information and new services. If you wish to be removed from these mailing lists, you may unsubscribe at any time by clicking the "modify subscriptions" link in the email you received or by contacting Arts of the Pamlico/The Turnage Theatre directly. (See the 'Contact Us' section below).

## Information to Third Parties

Arts of the Pamlico/The Turnage Theatre may occasionally present a special contest or promotion on its website that is sponsored by another company. To qualify for entry, we may ask you to provide personal information. If we plan to share that information with the sponsor(s), we will provide a statement to that effect.

## Security Used

Arts of the Pamlico/The Turnage Theatre stores all user information in secure databases protected via a variety of access controls. Access controls include: password protection, electronic firewalls, and data encryption. SSL encryption is used to protect all personal and financial information, and credit card information is not stored on a Web-enabled server. This data is accessed only for purposes specified in this privacy policy.

## Financial Information

Arts of the Pamlico/The Turnage Theatre will protect any personal financial information that you share with us. If you make a purchase on-line, we will use your credit card number only to process your payment and will not use it for

marketing purposes. For reasons of security, credit card information is not stored on our Web Server. We will retain order information for our records, but this information is never shared with third parties.

## **Links**

Our sites include links to other websites whose privacy policies we do not control. Once you leave our servers (you can confirm where you are by checking the URL in the location bar on your browser), use of any information you provide is governed by the privacy policy of the operator of the site you are visiting. That policy may differ from ours. If you cannot find the privacy policy of any of these sites via a link from the site's homepage, you should contact the site directly for more information. Arts of the Pamlico/The Turnage Theatre is not responsible for the privacy practices or the content of such websites.

## **Cookies**

Certain applications on Arts of the Pamlico/The Turnage Theatre websites invoke a standard feature found in browser software called a "cookie." We use cookies to track the progress of e-commerce transactions and to allow site users to move from one page to the next without having to re-enter personal order information. We do not share information transferred through cookies with third parties.

## **Children**

We do not solicit personal information from children. Sites specifically geared toward children will not request any personal or contact information.

## **Contact Us / How to Update Your Personal Information**

You can maintain the accuracy of your personal information by notifying us when you change your address, title, phone number, or e-mail address. If at any time you wish to update your information or stop receiving communication from Arts of the Pamlico/The Turnage Theatre, our partners, or selected third parties, "click here to email Arts of the Pamlico/The Turnage Theatre": or by postal mail at:

Arts of the Pamlico/The Turnage Theatre  
150 West Main Street  
Washington, NC 27889

Please include your old and new contact information so that we can make the appropriate corrections. Arts of the Pamlico/The Turnage Theatre would like to receive your comments and any questions about this policy. Please address comments or questions regarding Arts of the Pamlico/The Turnage Theatre's privacy practices to the addresses listed above. Arts of the Pamlico/The Turnage Theatre may occasionally update this policy. Notice of revisions will be posted here.

## **Disclaimer**

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## **TERMS OF USE:**

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