

## **PRIVACY POLICY ORATORIO SOCIETY OF QUEENS**

This privacy statement covers the use of personal information, cookies, and log files by [www.queensoratorio.org](http://www.queensoratorio.org), ORATORIO SOCIETY OF QUEENS' (OSQ's) website only and does not cover the use of personal information, cookies and log files by:

- Squarespace our website service;
- Giftworks/Frontstream our donor management service and e-commerce provider;
- Network Solutions our hosting service.

OSQ collects personally-identifying information (such as your name, e-mail address, address, and telephone number) from the OSQ website only if you choose to provide that information to us.

### **Use of Information**

The use of personally-identifying information is limited to the following: responding to user e-mails and sending communications, including marketing and promotional communications, from OSQ to users who have 'opted in' to the receipt of such communications and other purposes specified at the time the information is gathered. OSQ does not exchange, rent, or sell our information to any other company or organization. OSQ reserves the right to disclose your personally identifiable information as required by law and when we believe that disclosure is necessary to protect our rights and/or to comply with a judicial proceeding, court order, or legal process served on our website.

### **Log Files**

Like all other web servers, the OSQ web server automatically creates log files for each visitor who accesses our site. These access logs allow us to make our site more useful to our visitors. These logs may contain some or all of the following information:

- The Internet Protocol Address (IP Address) of the COMPUTER which accessed our website
- The date of the visit
- The time of the visit
- The path taken through our website
- The browser being used
- A list of files downloaded or viewed
- Any errors encountered

We use this information, which does not identify individual users, to analyze trends, to administer the site, to track users' movements around the site and to gather demographic information about our user base as a whole.

We do not link this automatically-collected data to personally identifiable information.

**Cookies**

A cookie is a small text file that is stored on a user's computer for record-keeping purposes. We use session ID cookies, which makes it easier for you to navigate our site. A session ID cookie expires when you close your browser. We do not link the information we store in cookies to any personally identifiable information you submit while on our site.

**Opting Out; Corrections to Personal Data**

Please contact us to correct or update any personal information on the OSQ mailing list that you state is erroneous, or to opt-out of future communications from us. The user understands that it may be impossible to delete personal information entirely because of backups and records of deletions.

**Acceptance of Privacy Policy Terms**

OSQ reserves the right to change this policy. Any changes to this policy will be posted to this page as soon as reasonably possible, so please check this page periodically. Use of the OSQ website constitutes consent to any policy then in effect.

If you have any questions or comments concerning our privacy policy, please contact us in writing:

ORATORIO SOCIETY OF QUEENS  
50 Ascan Avenue, Room 105  
Forest Hills, New York 11375

**Links to Other Sites**

It is important to note that the OSQ website contains links to other sites that may not follow the same privacy policies as ours.

For instance, purchasing tickets will take you to the Giftworks/Frontstream e-commerce site. That site may use cookies, collect personal information, and use the data in ways that OSQ would not. OSQ is not responsible for the privacy practices or any information or materials on this or any of the above listed providers. Please visit their site if you wish to review their privacy policies.