

The Center for Teen Empowerment Privacy Policy

At Teen Empowerment, we value your support and we are committed to protecting your privacy. Our site is a safe environment for anyone who visits, buys a book or DVD, or makes a donation. The purpose of this statement is to share with you our policy concerning your privacy.

What information do we collect and how do we use it?

When you visit our site, we collect some non-identifying basic information, such as total number of visitors and pages viewed. We use this aggregate information to improve our site and to make your experience on the site as smooth as possible.

Donations and purchases made on-line to us are secure.

When you make a purchase or donation on-line, we ask for your contact and credit card information. We use your information to process your purchase/donation and to verify credit card data. We use your mailing address to send your tax-deductible receipt and to keep you informed about what we are doing through our publications. It is Teen Empowerment's policy to discontinue contacting any person upon that person's oral or written request.

We do not knowingly collect any personal information from a child without the consent of the child's parent(s).

Do we share your information?

- We do not share your personal information with any third party, and we will not sell, trade, or rent your personal information to anyone. We reserve the right to change our policy at any time. If we choose to change our policy, you will be given the option to remove your name from our database.
- We do not share your information with telemarketing centers.
- We may disclose to third parties aggregate statistics regarding donations, but these statistics do not include any personally identifying information. The information given includes: total number of donors, total amount of donations for specific periods of time, and referring web sites. Aggregate information of this kind is used to encourage fundraising partnerships.
- We publish the names of our donors on our web site and in our newsletter. Every donor has the option of being listed as anonymous.
- Our site has public forums such as message boards. We may use the information posted on the message board in our marketing efforts. Please remember that any information disclosed on these areas becomes public information that may be used by outside parties who do not need our consent. Please exercise caution when deciding to disclose personal information.
- We use a third-party company, AuctionPay, to process our credit card transactions. They receive the credit card number and other personal information of our donors only to verify credit card numbers and to process credit card transactions in a secure

environment. Please reference AuctionPay's privacy policy at <http://www.auctionpay.com/privacy.aspx>.

How do you contact us regarding your information?

- You can send anonymous donations simply by sending a money order to us at the address of our administrative office, which is on our web site. Please note that if you do not give your name and address, we will be unable to send you a receipt verifying that your donation is tax-deductible.
- If you are willing for us to know your identity but do not wish it to be published in our donor list, you can indicate your wish by checking the "I wish to donate anonymously" box on the donation form.
- To send a change of address or to let us know that you prefer not to receive any mail or email correspondence from us, please send your full name, address, and e-mail address.
- Email: stephanie@teenempowerment.org or call Stephanie at 617-536-4266, ext. 304.