Purpose
San Diego Watercolor Society is committed to protecting the privacy of those who provide information to SDWS, including but not limited to becoming a member, taking a workshop, visiting our website.

Scope
This Privacy Policy covers any personal information that is provided to SDWS. Our Privacy Policy may change in the future. Please check back periodically to see if we have made changes. If we make any material changes, we will post a notice on our home page.

Anyone who provides information to SDWS is deemed to have agreed to the terms of this policy.

Policy

Personal Information Collected
To interact with SDWS, including becoming a registered user on our website, we ask you to share personal information. Whether you choose to give us this information is up to you, but if you withhold information, you may not be able to use some of our services.

If you want to become a member, register for a workshop, either by check or as a registered user on the website, SDWS will request some personal information such as name, address, email address, telephone number, facsimile number, and other relevant information. SDWS may also request financial information. If you purchase by credit card, this information may be forwarded to relevant credit card providers.
For other types of registrations, SDWS will ask for the relevant information. You may also be asked to disclose personal information to SDWS so that we can provide assistance and information to you. For example, such data may be warranted in order to provide online technical support and troubleshooting.

SDWS will not disclose personally identifiable information we collect from you to third parties without your permission except to the extent necessary including:

- To fulfill your requests for goods or services.
- To protect SDWS from liability as SDWS deems appropriate in its sole discretion.
- To respond to legal process or comply with law.

**How We Protect Your Information**

We realize that our registered users and members trust us to protect their personal information. We take that task seriously. We maintain safeguards to protect your personal information. For example: We use industry-standard Secure Sockets Layer ("SSL") authentication to guarantee the confidentiality of online transactions made on our site. SSL authentication and encryption of the information that you send to us over the Internet help to protect your online transaction information from third party interception.

We urge you to protect your own privacy, however.

SDWS collects certain information from and about its users by, among other things, directly from our web server logs, from users, and with cookies.

**Web Server Logs**

When you visit the Site, SDWS may track information to administer the Site and analyze its usage. Examples of information SDWS may track include but are not limited to:

- Your Internet protocol address.
- The kind of browser or computer you use.
- Number of links you click within the Site.
- Location from which you accessed the Site.
- Date and time of your visit.
- Name of your Internet service provider.
- Web page you linked to the Site from.
- Pages you viewed on the Site.

**Use of Cookies**

SDWS may use Internet cookies to personalize or enhance your user experience. An Internet cookie is typically a small text file that is placed on your hard disk by a web server.

One of the primary purposes of cookies is to provide a convenience feature to save you time. For example, if you personalize a web page, or navigate within a site, a cookie helps the site to recall your specific information on subsequent visits. Hence, this
simplifies the process of delivering relevant content and eases site navigation by providing and saving your preferences and login information as well as providing personalized functionality.

You may have the ability to accept or decline cookies. Most Web browsers automatically accept cookies, but you can usually modify your browser settings to decline cookies. If you reject cookies by changing your browser settings then be aware that this may disable some of the functionality on the Site.

Unfortunately, despite all of our efforts, there is always a risk that third parties may unlawfully intercept transmissions. This reality is true of ALL Internet use. As a result, we cannot guarantee the security of any information you transmit. As with all online transactions, you transmit information at your own risk.

**How We Use Your Personal Information**

We may use your information to contact you for account and information purposes. For example, if you are a member and we have a question about your contact information needed to publish our member roster, we will contact you for clarification. We also send out notices via email and the U.S. Postal Service to our members providing them with important information about our events and exhibitions.

**Who Views Your Personal Information**

As a membership organization that publishes a member roster every year, it is understood that, if you are an SDWS member, your name and contact information will be published in the roster. The SDWS Membership Roster is available on the website only to SDWS Members who have registered for access to the Members Only portion of the website.

We will not rent or sell your personal information to anyone, and have no plans to do so. Your personal information will only be used by the organization and for the services provided on this site.

If you do not want your information made public, please contact our Membership Director at membership@sdws.org.

If a non-member requests information about a member, SDWS will get the name and contact information of the requestor and contact the member with the information and request. It is up to the member as to whether to contact the requestor. Members may also place information in the Artists’ Book in the Gallery, and SDWS may refer requestors to that book.

We do not share any personal information with any companies, patrons or other art associations, and it is unlikely that this policy will change in the future. If we do decide to share information with these affiliates, we will post a notice in this Privacy Policy and on our home page.
**Making a Transaction**

When you pay membership dues or enter an exhibition, you can make these payments in person or by mail, via check, credit card, or through PayPal. You must be a registered user in order to make a transaction online. Your credit card information is NEVER stored in our database and is used only for the duration of the transaction.

**If You Are Under the Age of 18**

Our site is available for the enjoyment of all. However, in order to become an SDWS member or enter an exhibition, you must be 18 years of age. As a member or an exhibition entrant, if we find out you are not 18 years old your membership will be revoked and/or your exhibition entry(s) disqualified.

**Questions About This Policy**

If you have any questions about this Privacy Policy, or the content or practices of our website, you can contact the Secretary of SDWS at secretary@sdws.org.

**Related Policies to reference if appropriate**

Terms and Conditions of Online Sales

**Approved By**