

PRIVACY POLICY

LAST UPDATED AND EFFECTIVE: November 6, 2022

1. Who Is Collecting Your Personal Data?

Saint Elias Melkite Catholic Church ("us," "we," or "our") offers and maintains the website(s) located at <https://www.steliasmelkitechurch.org>, including all subdomains and subparts, as well as our social media accounts on Facebook, Instagram, and other platforms (collectively, the "Site"). When you visit the Site, you may choose to provide us with personal data that identifies you. This Privacy Policy explains how we process and use your personal data, and it applies regardless of how you access the Site.

Please take time to read this Privacy Policy carefully. Please also review our [Terms of Use](#).

BY USING THE SITE, YOU EXPRESSLY AGREE TO THE COLLECTION, USE, DISCLOSURE, RETENTION, AND DESTRUCTION OF YOUR PERSONAL DATA SUBMITTED TO US IN ACCORDANCE WITH THIS PRIVACY POLICY.

2. What Personal Data Do We Collect?

When you provide it to us, we collect information that identifies you ("Personal Data"), such as your:

- Name
- Contact information, including home address, email address, telephone number, and other contact details
- Log-in and password
- Payment information
- Content of your interactions with or messages to us, including orders, emails, texts, chats, and communication through social platforms or other feedback

When you visit the Site, we collect data from the device or browser through which you access the Site ("Log Data"), such as:

- Your internet protocol ("IP") address
- Browser type
- Browser version
- Statistics on your activities on the Site (such as the date and time of visits, the pages viewed, time spent at the Site)
- Information about how you came to the Site
- Data collected through Cookies or other similar technologies discussed in more detail in our Cookie Policy.

Much of this Log Data does not identify you personally. However, we may associate this Log Data with your Personal Data. When we do, we will treat any such combined data as

Personal Data until such time as it can no longer be associated with you or used to identify you.

3. How Do We Use Your Personal Data?

We use your Personal Data for the purposes for which you provided it, including to enable you to:

- access and use our Site;
- access, complete, and submit forms to participate in religious, school, athletic, arts, youth group, or other extracurricular activities or events;
- communicate with us via email or other messages, including to submit prayer requests and receive timely communications about services, academic, athletic, or other events or activities;
- sign up for and receive our newsletter;
- browse or purchase items for fundraising events or otherwise, including delivery to you of purchased items; and
- donate or make a pledge or otherwise participate in our fundraising activities.

We may also use your Personal Data or Log Data to administer our internal business activities, including to:

- send you sermons, support, and administrative messages, reminders, technical notices, updates, security alerts, and information requested by you;
- operate, protect, improve, and optimize our Site, services, and our users' experience, such as to perform analytics, conduct research, and for marketing;
- design and arrange the Site content and functionality in the most user-friendly manner;
- better understand requirements and visitors to the Site;
- create non-personally identifiable data to be used for marketing;
- detect unauthorized activity on the Site;
- provide a Site that is reliable, responsive, and efficient; and
- comply with our legal obligations, resolve any disputes that we may have with any of our users, and enforce our agreements with third parties.

4. How Do We Share Your Personal Data?

There are certain circumstances in which we may disclose, transfer, or share your Personal Data with certain third parties after obtaining your consent. **By using the Site or submitting your Personal Data to us, you expressly consent to our sharing your Personal Data, as set forth below.**

Sharing Personal Data With Affiliates, Successors, and Service Providers

For purposes consistent with this Privacy Policy, we may share your Personal Data with:

- our parent, subsidiary, and/or affiliate entities, and employees;

- successors who acquire your Personal Data if we reorganize or similarly change our organizational structure;
- other companies we engage to perform service-related functions, such as:
 - vendors who provide software, platforms, and cloud services for the transmission, analysis, and use of data;
 - backup and disaster recovery service providers;
 - email service providers; and
 - payment processors.

We disclose your Personal Data to trusted third parties who also hold other information about you. These third parties may combine that information to enable it and us to develop anonymized consumer insights so that we can better understand your preferences and interests, personalize your experience, and enhance the products and services that you receive. Third parties with whom we share your Personal Data maintain and use it to the extent they need the information to perform their functions for us and in accordance with their own privacy policies.

Sharing Data Through Social Media

We work with social media sites like Facebook, YouTube, Instagram, Pinterest, Twitter, and Google, and with application developers who specialize in social commerce so you can connect to us, share your interests, express opinions about products and services, purchase our products, and generate interest in our products and services among members of your social networks.

Using these integrated tools enables you to share your Personal Data with other individuals or the public, depending on the settings that you have established with social networking websites. If you use third party social media features available on our Site, we or the third party may collect or share your data, including your Personal Data.

If you do not want us to be able to access information about you, including Personal Data, from Third Party Sites, you must limit data collection and disclosure in the privacy settings on the Third Party Sites. We reserve the right to remove the Personal Data or other data of any person for any reason we, in our sole discretion, deem appropriate.

Legally Compelled Disclosure of Personal Data

We may disclose your Personal Data if required to do so by law or in our good faith belief that such action is necessary to:

- comply with a legal obligation;
- protect or defend our rights, interests, or property, or that of third parties;
- prevent or investigate possible wrongdoing in connection with the Site;
- act in urgent circumstances to protect the personal safety of users of the Site or the public; or
- protect against legal liability.

5. What Are Your Rights About The Processing Of Your Personal Data?

Privacy of Children

We do not intentionally collect the Personal Data of children under the age of 13 without prior verifiable parental consent. We ask that parents and guardians of students or youth group participants under the age of 13 review and sign an authorization form each year that will permit us to collect and use their child's Personal Data in accordance with this Privacy Policy. If we discover that we have inadvertently received Personal Data of a child under the age of 13 without prior authorization, we will delete such Personal Data unless we receive verifiable consent from that child's parent or guardian to keep it.

We will take reasonable steps to update or correct your Personal Data submitted through the Site, upon verification of your identity. You may in some cases be able to change or update your own information. You may also contact us as specified below.

We may disclose a child's Personal Data at the request of their parent or guardian. A parent or guardian may request that we not disclose Personal Data about their child to third parties, except as required and described in the section above entitled "Legally Compelled Disclosure of Personal Data." You may review your child's Personal Data, ask to have it deleted, and refuse to allow any further collection or use of the child's information, except as necessary to provide ongoing academic or other services and support to a current religious school student or youth group participant. If you wish to limit or change the collection or use of a child's Personal Data, please contact us at the contact information listed below.

Privacy of Adults

You have the right to consent or withdraw your consent to the processing of your Personal Data at any time, subject to exceptions defined by law. If you change your privacy preferences in the future, that will not limit the lawfulness of any processing performed based on your prior consent. To withdraw consent, please contact us at the contact information listed below and specify what you would like us to do.

We will take reasonable steps to update or correct your Personal Data submitted through the Site, upon verification of your identity. You may in some cases be able to change or update your own information. You may also contact us as specified below.

To stop email communications from us, you can also follow the unsubscribe instructions set forth at the bottom of our e-mail messages. If you choose to limit our use of your Personal Data, you may not have access to certain functionality of the Site.

6. How We Secure Your Personal Data

We take reasonable measures to secure your Personal Data. However, no network, server, database, or Internet or e-mail transmission, is ever fully secure or error free. Therefore, you should take special care in deciding what Personal Data you send to us electronically.

7. How Do We Use Cookies?

What Are Cookies?

A cookie is a piece of information that is placed on your web browser or device when you access and/or use the Site. Cookies store text and can later be read back by the Site or third parties. Cookies can remember the information you access on one webpage to simplify your subsequent interactions with the Site or to use the information to streamline your transactions on related webpages.

What Do You Use Cookies For?

We use cookies to recognize your browser and you as a unique visitor to the Site through an anonymous unique identifier. We use cookies to:

- monitor and analyze how you use the Site;
- remember your preferences to make your online experience easier and more personalized;
- route Site traffic to effectively distribute the Site workload across servers; and
- test new features.

How You Can Manage Cookies

You can manage cookies through your web browser's option settings. You may be able to be notified when you are receiving new cookies and disable or delete cookies. Please refer to your web browser's help section for information on whether you can and how to do this.

Many of the third party technologies that enable targeted banner advertising also allow you to opt out. Such third party service providers include Adroll, Rubicon, Google, Media Math, Perfect Audience, Quantcast, Retargeter, and Yahoo! among others. You can control your preferences directly with each such third party service provider.

You can learn more about cookies at the following third-party websites:

- All About Cookies: <http://www.allaboutcookies.org/>; and
- Network Advertising Initiative: <http://www.networkadvertising.org/>.

Note that if you disable, delete, or refuse to accept cookies, you may not be able to use some features of the Site and/or some of our pages might not display properly.

Do Not Track (DNT) is an optional browser setting that allows you to express your preferences regarding tracking by advertisers and other third-parties. We do not currently respond to DNT signals. Therefore, please be advised that third party web analytics companies may collect information about your online activities over time and across our website and other online properties.

8. What Data Is Not Covered By The Privacy Policy?

The limitations in and requirements of this Privacy Policy do not apply to:

- **Third Party Sites:** Any data you disclosed on websites not operated or controlled by us (“Third Party Sites”), even though we may provide links to them on the Site or in our emails. We are not responsible for the policies and practices employed by, or the content of, Third Party Sites. We suggest contacting those sites directly for information about their privacy policies and practices.
- **Non-Personally Identifiable Data:** Any non-personally identifiable data we collect, including, without limitation, Log Data, domain names of your Internet Service Provider, your approximate geographic location, a record of your usage of the Site, the time of your usage, and aggregated personally identifiable information, but only to the extent the foregoing cannot be used to specifically identify you.
- **Aggregated Personal Data:** Any aggregated Personal Data that can no longer be used to identify you will be treated as non-personally identifiable data under this Privacy Policy.

9. International Privacy Laws

If you are visiting the Site from outside the United States, please be aware that you are sending information (including Personal Data) to the United States where our servers are located. That information may then be transferred within the United States or back out of the United States depending on the type of information and how it is stored by us. We will hold and process your Personal Data in accordance with privacy laws in the United States and this Privacy Policy. Please note that privacy laws in the United States may not be the same as, and in some cases may be less protective than, the privacy laws in your country, and while in the United States Personal Data may be subject to lawful access requests by government agencies.

10. What If We Change This Privacy Policy?

We may occasionally make changes to this Privacy Policy. If we wish to use your Personal Data for a new purpose not covered by this Privacy Policy, we will provide you with a new Privacy Policy explaining this new use prior to commencing the processing of your Personal Data pursuant to the new Privacy Policy and setting out the relevant purposes and processing conditions. If we change this Privacy Policy, your continued use of the Site or submission of Personal Data to us will signify your express consent to new uses of your Personal Data.

11. How Can I Contact You?

If you have any questions about this Privacy Policy, our practices, or your dealings with us, or to exercise any and all of your rights, please contact us at sainteliasmelkitechurch@gmail.com.