

# Riley County Democratic Party Privacy Policy

*Last updated October 22, 2023*

This Privacy Policy explains how the Riley County Democratic Party (the “Riley County Democrats”, “we” or “us”) collects, keeps, uses, and discloses information about you when you access or use our website and other online services that link to this Privacy Policy (collectively, “Services”), or when you interact with us in other ways.

If we make changes to this Privacy Policy, we will notify you by revising the “Last Revised” date at the top of our Privacy Policy. In some cases, we may provide you with additional notice by adding a statement to our website homepage or by sending you a notification if you are subscribed to our email list.

## **What information do we collect?**

### **We collect information that you provide directly to us.**

For example, we collect information when

- you participate in any interactive areas or features of our website;
- you subscribe to our newsletter or sign up to receive email updates or other notifications (such as text message alerts);
- you fill out a form;
- you contact us by email using the form on our Homepage;
- you email directly to us at any of the following addresses:
  - [chair@rileycountymocrats.org](mailto:chair@rileycountymocrats.org)
  - [Info@RileyCountyDemocrats.org](mailto:Info@RileyCountyDemocrats.org)
  - [secretary@rileycountymocrats.org](mailto:secretary@rileycountymocrats.org)
- you write to our postal address
  - Riley Co. Democrats, 1310A Westloop, Manhattan, KS 66502
- you communicate with us via third-party social media sites;
- you otherwise communicate with us.

The types of information we may collect include your name, email address, postal address, and phone number, and any other information you choose to provide. We do not sell your information.

In addition, note that the United States Federal Election Commission, United States Internal Revenue Service, and certain state agencies may require us to collect and publicly report certain information from donors. For example, the Federal Elections Commission requires us to collect (and disclose) the name, mailing address, occupation, and employer of all individuals whose donations exceed \$200 per calendar year.

**Other information we collect when you use our services.**

When you access or use our website, we automatically collect certain information about you, including:

- Log Information: Through our service providers (website platform Wix and Google Analytics) we collect information related to your access to and use of the Services, such as your Internet Protocol (“IP”) address, your operating system, the type of browser you use, your activity on the Services (such as access times, pages viewed, and links clicked), and the webpage that you visited before navigating to the Services.
- Device Information: We collect information about the computer or mobile device you use to access the Services, such as the hardware model, operating system and version, unique device identifiers, and mobile network information.
- Location Information: We may derive the approximate location of your device from your IP address.
- Information Collected by Cookies and Similar Tracking Technologies: We (and our service providers) use various technologies to collect information, including cookies and web beacons.
  - Cookies are small data files stored on your hard drive or in device memory that, among other things, help us to improve the Services and your experience. You can control privacy settings on your browser (Chrome, Firefox, Safari etc...) to clear, allow, and manage cookies.
  - Web beacons are small electronic images that may be used on the Services or in emails and that help to deliver cookies, count visits to the Services, monitor user activity on the Services, and understand usage and campaign effectiveness.

**Information We Collect From Other Sources**

We may obtain information from other sources and combine it with information we collect through the Services. For example, if you make a donation to a third-party website, such as Act Blue, for our benefit or if you sign up to host or volunteer for an event associated with us via a third-party website, such as MobilizeAmerica, we will obtain certain information about you from the third party that operates that website.

Riley County Democrats's Privacy Policy does not apply to other third party providers or websites we direct you to. Thus, we advise you to consult the respective Privacy Policies of these third-party providers for more detailed information. It may include their practices and instructions about how to opt-out of certain options

**How do we use the information we collect?**

We use information we collect:

- to provide, maintain, and improve the Services;
- to provide you with services, products, or information you request, and to send you related information, such as notifications and confirmations;
- to send you updates, and support and administrative messages;
- to respond to your emails, submissions, comments, questions, and requests;
- to request feedback, and to otherwise contact you about your use of the Services;

- to send you newsletters, and to otherwise provide you with news and information that we think will be of interest to you, such as sending you information to keep you informed about various campaigns, candidates, issues, events, resources;
- to help connect you with other supporters, and to solicit volunteers, donations, and support for the Riley County Dems and for candidates, issues, events, and organizations that we support;
- to remind you to send in your voter registration form and to vote, and to assist you in finding your voter registration information and polling location;
- to contact you if additional information is necessary under federal election laws or other applicable laws;
- to monitor and analyze trends, usage, and activities in connection with the Services;
- to carry out any other purpose for which the information was collected.

**You can unsubscribe from our newsletter or opt-out from receiving other types of communication such as postcards and text messages from Riley County Democrats at any time.**

- In order to unsubscribe from our newsletter you can either
  - Unsubscribe using the link at the bottom of any of our newsletters which is sent to you using the third party application MailChimp.
  - Send an email to [chair@rileycountymocrats.org](mailto:chair@rileycountymocrats.org) asking us to remove you from our mailing list.
- In order to stop receiving postcards you can
  - Send an email to our chair [chair@rileycountymocrats.org](mailto:chair@rileycountymocrats.org).
  - Send a letter or note to Riley Co. Democrats, 1310A Westloop, Manhattan, KS 66502.
- In order to opt out of text communication/SMS you are receiving from the Riley County Democratic Party, simply respond with either “STOP” or “UNSUBSCRIBE” to the number from which you received the message. Once we receive your message, you will no longer receive further text messages from us.
- In order to opt out of text messages you are receiving from our third party providers you should follow the directions provided at the end of the received text communication (usually responding STOP or Unsubscribe is what you need to do).

**What information do we share?**

We may share information about you as follows or as otherwise described in this Privacy Policy:

- with service providers or volunteers who are engaged by or working with us and who need access to such information to carry out work or to perform services on our behalf;
- to report required information to the United States Federal Elections Commission, United States Internal Revenue Service, and certain state agencies;

- when you give us your consent to do so, including when we notify you on the Services that the information you provide will be shared in a particular manner and you provide such information;
- when we believe in good faith that we are lawfully authorized or required to do so or that doing so is reasonably necessary or appropriate to comply with applicable laws or legal processes or to respond to lawful requests, claims, or legal authorities, including responding to lawful subpoenas, warrants, or court orders;
- when we believe in good faith that doing so is reasonably necessary or appropriate to respond to claims or to protect the rights, property, or safety of the Riley County Democratic Party, our users, our volunteers, copyright owners, third parties or the public, including to protect such parties from fraudulent, abusive, inappropriate, or unlawful activity or use of the Services.

We also may share aggregated or de-identified information with third parties that cannot reasonably be used by such third parties to identify you.

### **How is your information protected?**

The information you provide to us is stored in electronic files on our service provider's systems (primarily MailChimp, Wix, Google, Act Blue). We rely on our providers to keep their systems and your stored information secure.

The officers of the Riley County Democrats Executive Committee are the only persons to have authorized access to accounts we have with these providers.

Officers are the only persons who can add, consult, and modify/delete information you provide to us on our mailing list on Mailchimp.

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*Acknowledgment: This Privacy Policy was modeled after the DNC's Privacy Policy.*