

Trinity Church Privacy Policy

At Trinity Episcopal Church, we are committed to protecting your personal information and your right to privacy, and to following the laws governing data protection in a consistent and sensible fashion. We are dedicated to safeguarding the personal information under our control, to respecting the privacy concerns of our parishioners, and to ensuring that our data protection program is effective and clear.

This Privacy Policy applies to all information collected through our website, questionnaires, phone contacts, or any other means by which we collect personal data.

1. WHAT INFORMATION IS COLLECTED?

We collect personal information that you voluntarily provide to us when you register at our Realm and Vanco websites, when you use our Facebook and YouTube streaming sites, when you express an interest in obtaining information about us or about our activities, when you participate in church activities or livestream services, or when you contact us by other means.

The personal information that we collect depends on the context of your interactions with us, the choices you make, and the sites, apps, and features you use. To ensure the integrity of our collected data, all personal information that you provide to us must be true, complete, and accurate, and you must notify us of any changes to such personal information.

The information we collect may include your name, address, telephone numbers, email addresses, birthdays, the names and ages of family members, preferred pronouns, and any personal interests that you choose to share with us. How much of this kind of information we collect is up to you.

If you make monetary contributions, whether online or by plate offerings, we will collect such information (bank routing and account numbers, credit card numbers and expiration dates, or stock transfer information, for example) as is necessary to complete the underlying financial transactions.

We do not collect information concerning race, gender, citizenship, or immigration status. We do not collect Social Security numbers.

When you visit our website or streaming apps, information may be collected automatically. This information does not reveal your specific identity (like your name or contact information) but may include generic device and usage information, such as your IP address, browser and device characteristics, operating system, language preferences, referring URLs, device name, country, location, information about how and when you use our sites or apps, and other technical information. This information is primarily needed to maintain the security and operation of our sites or apps, and for our internal analytics and reporting purposes.

2. HOW IS YOUR INFORMATION USED?

We use the personal information we collect for a variety of purposes, including:

- To send administrative information to you for religious purposes and/or legal reasons. We may use your personal information to send you announcements and new feature information and/or information about changes to our terms, conditions, and policies.
- To deliver targeted information to you concerning our religious, social, and artistic activities, or to request feedback concerning those activities.
- To enable user-to-user communications with mutual consent.
- To enforce our terms, conditions, and policies.
- To conduct data analysis, identify usage trends, and evaluate our performance.

3. WILL WE SHARE YOUR INFORMATION?

We only share and disclose your information in the following situations:

- *Compliance with Laws.* We may disclose your information where we are legally required to do so in order to comply with applicable law, governmental requests, a judicial proceeding, court order, or legal process.
- *Vital Interests and Legal Rights.* We may disclose your information where we believe it is necessary to investigate, prevent, or take action regarding potential violations of our policies, suspected fraud, situations involving potential threats to the safety of any person and illegal activities, or as evidence in litigation in which we are involved.
- *Select Ministry Partners.* We sometimes share your information with select ministry partners (the Diocese of Delaware, e.g.) to enable delivery of content tailored to your interests and/or location.
- *With Your Consent.* We may disclose your personal information for any other purpose after obtaining your consent to do so.

4. HOW LONG DO WE STORE YOUR INFORMATION?

We will only keep your personal information for as long as it is necessary for the purposes set out in this Privacy Policy, unless a longer retention period is required or permitted by law (such as tax, accounting, or other legal requirements).

When we have no ongoing legitimate business need to process your personal information, we will either delete or anonymize it, or, if this is not possible (for example, because your personal information has been stored in backup archives), then we will securely store your personal information and isolate it from any further processing until deletion is possible.

5. DELETING OR CHANGING INFORMATION

If at any time you would like to review, change, or delete the information we maintain concerning you, you can send an email request to office@trinityparishde.org, or a request by mail to 1108 North Adams Street, Wilmington, DE 19801. Upon your request to terminate your account, we will deactivate or delete your account and information from our active databases, unless we need to retain such information in our files to prevent fraud, troubleshoot problems, assist with any investigations, comply with legal requirements, or for other legitimate business purposes.

6. DO WE COLLECT INFORMATION FROM MINORS?

We do not knowingly solicit data from or market to children under eighteen (18) years of age. If we learn that personal information from users less than eighteen (18) years of age has been collected, we will promptly deactivate the account and take reasonable measures to delete such data from our records. If you become aware of any data we have collected from children under age eighteen (18), please contact us at office@trinityparishde.org or by mail at 1108 North Adams Street, Wilmington, DE 19801.

7. DO WE USE COOKIES AND OTHER TRACKING TECHNOLOGIES?

We may use cookies and similar tracking technologies to access or store information. By choosing to use our sites and apps, you agree to our discretionary use of cookies for general purposes designed to enhance user experience.

8. DIRECT MARKETING

Should the church ever engage in commercial marketing activities, we will provide clear opt-in mechanisms for marketing subscriptions, a clear notice and method for opting out, and clear unsubscribe features on any marketing materials we send.

9. IF A DATA BREACH OCCURS

We have implemented appropriate technical and organizational security measures designed to protect the security of any personal information we process. Should a personal data breach occur, we will identify, assess, investigate, and report the breach at the earliest possible time and take steps to prevent any recurrence.

10. DISCLAIMER OF DAMAGES

By using a Trinity Church website, you assume all risks associated with the use of the site, including any risk to your computer, software or data being damaged by any virus, software, or any other file that might be transmitted or activated via a Church website or your access to it. The Church shall not be liable for any damages of any kind (general, special, incidental or consequential damages, including, without limitation, lost revenues or lost profits) resulting from the use or misuse of the information contained in a Church website.

11. QUESTIONS AND CONTACT INFORMATION

If you have questions or comments about this Policy, you may email us at office@trinityparishde.org or contact us by mail at 1108 North Adams Street, Wilmington, DE 19801.

Thank you for choosing to be part of Trinity Church.