

Privacy Policy www.heritageweavers.ca

Effective date: 1st day of August, 2024

www.heritageweavers.ca and www.heritageweaversandspinnners.org (the "Site") is owned and operated by Heritage Weavers and Spinners Guild of Calgary (the "Guild"). Heritage Weavers and Spinners Guild of Calgary can be contacted at:

Heritage Weavers and Spinners Guild of Calgary
#210 - 3112 11th St. NE
Calgary, AB
T2E 7J1

Purpose

The purpose of this privacy policy (this "Privacy Policy") is to inform users of our Site of the following:

1. The personal data we will collect,
2. Use of collected data,
3. Who has access to the data collected,
4. The rights of Site users, and
5. The Site's cookie policy.

This Privacy Policy applies in addition to the terms and conditions of our Site.

Consent

By using our Site users agree that they consent to:

1. The conditions set out in this Privacy Policy, and
2. The collection, use, and retention of the data listed in this Privacy Policy.

Personal Data We Collect

We only collect data that helps us achieve the purpose set out in this Privacy Policy. We will not collect any additional data beyond the data listed below without notifying you first.

Data Collected Automatically

When you visit and use our Site, we may automatically collect and store the following information:

1. Location,
2. Clicked links, and
3. Content viewed.

Data Collected in a Non-Automatic Way

We may also collect the following data when you perform certain functions on our Site:

1. First and last name,
2. Email address,
3. Phone number,
4. Address,
5. Payment information,
6. Guild member activity- and course-related interests, and
7. Information posted by guild members on the member-only Forum.

This data may be collected using the following methods:

1. Creating an account,
2. Submitting an online membership form,
3. Making payment for a Guild membership or course registration,
4. Posts created in the online members-only forum, and
5. Submission of a "contact us" request.

How We Use Personal Data

Data collected on our Site will only be used for the purposes specified in this Privacy Policy or indicated on the relevant pages of our Site. We will not use your data beyond what we disclose in this Privacy Policy. The data we collect automatically is used for the following purposes:

1. Statistics,
2. Improving website visitor experience, and
3. Notifying members of the public of our upcoming sale(s).

The data we collect when the user performs certain functions may be used for the following purposes:

1. Guild and guild-member communications,
2. Notifying Guild members and non-members of upcoming sale(s),
3. Creating and offering programs (courses) to Guild members and the public, and
4. Input into Guild annual financial planning processes.

Who We Share Personal Data With

Guild Executive and Volunteers

We may disclose user data to any member of our organization who reasonably needs access to user data to achieve the purposes set out in this Privacy Policy.

Other Disclosures

We will not sell or share your data with other third parties, except in the following cases:

1. If the law requires it,
2. If it is required for any legal proceeding, and
3. To prove or protect our legal rights.

If you follow hyperlinks from our Site to another site, please note that we are not responsible for and have no control over their privacy policies and practices.

How Long We Store Personal Data

User data will be stored until the purpose the data was collected for has been achieved. You will be notified if your data is kept for longer than this period.

How We Protect Your Personal Data

Data collected via the website is protected by our 3rd parties Wix.com and Google Analytics. Please refer to the security information available for those 3rd parties:

- Wix.com: [Website Security | Built-in Protection for Your Site | Wix.com](#)
- Google Analytics: [Google Analytics 360: Security and Privacy](#).

With approval from each Guild member, the Guild will make available the names and contact information of all the Guild members and make them available in the member-only part of the website which is controlled by password protection.

While we take all reasonable precautions to ensure that user data is secure and that users are protected, there always remains the risk of harm. The Internet as a whole can be insecure at times and therefore we are unable to guarantee the security of user data beyond what is reasonably practical.

Children

We do not knowingly collect or use personal data from children under 13 years of age. If we learn that we have collected personal data from a child under 13 years of age, the personal data will be deleted as soon as possible. If a child under 13 years of age has provided us with personal data their parent or guardian may contact our privacy officer.

How to Access, Modify, Delete, or Challenge the Data Collected

If you would like to know if we have collected your personal data, how we have used your personal data, if we have disclosed your personal data and to who we disclosed your personal data, or if you would like your data to be deleted or modified in any way, please contact us at executive@heritageweavers.ca

Cookie Policy

A cookie is a small file, stored on a user's hard drive by a website. Its purpose is to collect data relating to the user's browsing habits. You can choose to disable cookies entirely in your internet browser, but this may decrease the quality of your user experience.

We use the following types of cookies on our Site:

1. **Third-Party Cookies**

Third-party cookies are created by a website other than ours. We may use third-party cookies to achieve the following purposes:

1. Per uses determined as default by Wix,
2. Per uses determined as default by Google Analytics.

Modifications

This Privacy Policy may be amended from time to time in order to maintain compliance with the law and to reflect any changes to our data collection process. When we amend this Privacy Policy we will update the "Effective Date" at the top of this Privacy Policy. We recommend that our users periodically review our Privacy Policy to ensure that they are notified of any updates. If necessary, we may notify users by email of changes to this Privacy Policy.

Contact Information

If you have any questions, concerns or complaints, you can contact us at executive@heritageweavers.ca