

Community Lab's Privacy Policy

1. Introduction

Community Lab, Inc. ("Community Lab," "we" or "us") is strongly committed to protecting your privacy and recognizes your need for appropriate protection and management of personally identifiable information you share with us (the phrase "personally identifiable information" means any information by which you can be identified, such as your name, address, telephone number, etc.). Your visit to Community Lab's website (the "Website") is subject to this Privacy Policy and Community Lab's Terms of Use Agreement, which can be accessed here []. The purpose of this Privacy Policy is to inform you of what personally identifiable information Community Lab may collect from you when you visit the Website, how Community Lab uses such information and the choices you have regarding Community Lab's use of, and your ability to review and correct, the information.

Occasionally Community Lab may need to change this Privacy Policy as new services and content are added to the Website, and Community Lab reserves the right to change, modify, add or remove portions of this Privacy Policy. If Community Lab changes this Privacy Policy, it will post the revised policy here, and such changes will be effective immediately upon posting. As Community Lab may make changes at any time without notifying you, please periodically review this Privacy Policy.

Each time you use the Website, you agree to accept and be bound by then-current Privacy Policy. By providing Community Lab with personally identifiable information: (i) you acknowledge and agree that due to the international operations of Community Lab, Community Lab may provide such information, in accordance with this Privacy Policy, to Community Lab's affiliates that may be outside your current resident jurisdiction, and that such information may be stored on servers located in other jurisdictions and (ii) to the extent you are a resident of a country other than the United States, you consent to the transfer of such information to the United States as described in this Privacy Policy. If you do not consent to the terms of this Privacy Policy, please do not use the Website, and, if you have provided personally identifiable information, please contact Community Lab about how you would like Community Lab to handle such information.

2. Types of Information Collected

From time to time, you may provide Community Lab with your personally identifiable information when using certain features on the Website. For example, Community Lab will ask you for personally identifiable information, such as your name, physical address and e-mail address, upon your request to sign up for Community Lab's mailing list or to be a volunteer, or you may choose to provide Community Lab with your credit card information when making a donation. Except when you submit it to Community Lab, Community Lab does not collect any personally identifiable information from you.

In addition to the information that you choose to provide to Community Lab through the Website, the Website automatically collects some anonymous non-personally identifiable information about you when you visit the Webpage. Community Lab maintains and uses such information only in the aggregate for statistical purposes and to help Community Lab monitor generally how guests navigate the Website, allowing Community Lab to tailor its services for the majority of visitors. For example, Community Lab may collect the number and frequency of visitors to the Website, information about its visitors' browsers (e.g., Mozilla Firefox or Internet Explorer), operating systems (e.g., Windows or Macintosh), Internet service providers, the number of times particular content is viewed and other similar information.

Community Lab may also collect the IP addresses you use to connect to the Website, as a component of the non-personally identifiable information. An IP address is a number assigned to your computer by a Web server when you are connected to the Internet. This information is generally only used for statistical purposes such as determining how many users visited a specific area of the Website. However, Community Lab reserves the right to use IP addresses to identify a user as it deems necessary, such as to resolve any safety or security issues or to comply with legal requirements. Please see Section 3, "How Information is Used," for more information on how we may use your information in connection with our legal obligations.

The Website also uses "cookies" to track and target the interests of users to enhance their experience on the Website. "Cookies" are text files that are placed in your computer's browser to store your preferences. If you choose to provide information to Community Lab through the Website, this information may be linked to the data stored in the cookies. You can configure your browser to accept cookies, reject all cookies or notify you when a cookie is set. Each browser is different, so check the "Help" menu of your browser to learn how to change your cookie preferences.

3. How Information is Used

The information you provide may be used by Community Lab to create and deliver to you Community Lab's e-mails, mailings, surveys or other communications concerning the organization and its programs and initiatives. If you prefer not to receive such communications, please see "Contact Information" below.

Community Lab may use the information you provide in aggregate form for internal business purposes, such as generating statistics and developing marketing plans. Community Lab will not sell or rent your personally identifiable information to third parties without your consent, except as disclosed in this Privacy Policy.

Community Lab may provide access to its mailing list of names and physical mailing addresses to like-minded organizations and a variety of publications as part of its direct mail fundraising efforts. If you prefer that your information is not provided to these third parties, please see Section 11, "Contact Information," below. WHILE THESE THIRD-PARTY ENTITIES ARE CAREFULLY SCREENED, COMMUNITY LAB, TO THE EXTENT PERMITTED BY LAW, HEREBY DISCLAIMS ANY AND ALL LIABILITY FOR ANY TYPE OF DAMAGES INCLUDING, BUT NOT LIMITED TO, INDIRECT, INCIDENTAL, CONSEQUENTIAL OR

SPECIAL DAMAGES, OR LOSSES OR EXPENSES, FOR SUCH THIRD-PARTY ENTITIES' ACTIONS AND CUSTOMER INFORMATION PRACTICES.

If you submit your résumé through the volunteer page, we will treat your résumé as confidential and will only use it to evaluate your credentials or to contact you regarding future volunteer opportunities that we think you may be of interest to you. We may also keep track of the number of résumés we receive and from where we receive them, and use such information for recruiting and promotional purposes.

Community Lab will only use any credit card information you may provide to process your donation and to contact you in connection with that donation. Credit card information is stored on Community Lab's server(s) in encrypted format and though your donation information is retained for Community Lab's records, Community Lab does not share this credit card information with other companies or persons, other than your credit card issuer to collect payment or as otherwise disclosed in this Privacy Policy.

We may also collect "aggregate non-personally identifiable information" about your use of the Website, such as how many people visited the Website and which of the Website's pages are most popular. We may share this aggregate information with our affiliates, licensees and partners.

Community Lab may, as it deems necessary in its sole discretion, disclose any information, including your personally identifiable information as required or permitted by law or consistent with legal requirements. For example, we may disclose information (1) to the government or private parties in order to comply with any applicable law, regulation, legal process, investigation, court order or government request, (2) where we believe it is necessary to investigate, prevent or take action regarding illegal activities, suspected fraud, potential threats to the physical safety of any person or violations of Community Lab's Terms of Use, (3) to verify or enforce compliance with this Privacy Policy, the Terms of Use or any applicable law or regulation.

4. Third Parties

Community Lab may hire other companies and individuals to perform functions on its behalf. For example, we may engage data analysis firms, customer support specialists, webhosting companies, telemarketing companies and companies to prepare and distribute our mailings. We may share your personally identifiable information with these companies to enable them to perform their functions, but their use of your information is limited to providing Community Lab with their services.

5. Editing, Updating, Correcting and Deleting Information About You

Community Lab wants to communicate with you only if you want to hear from us. If you prefer not to receive information from Community Lab, please see "Contact Information" below. Please be sure to include your e-mail address, full name and specifically what information you do not want to receive. If you would like to update or correct your e-mail address, street address

or other personal information with us, please contact us in the same manner. Please note that it may take Community Lab 6 to 8 weeks to process your request, particularly if Community Lab is removing your name from postal mailings.

6. Security

Community Lab implements reasonable security measures to protect the security of your personally identifiable information. Unfortunately, however, no data transmission over the Internet can be guaranteed to be 100% secure. As a result, while Community Lab strives to protect your personally identifiable information, it cannot guarantee or warrant the security of any information you transmit to or from the Website, and you do so at your own risk.

7. Retention

Community Lab retains personally identifiable information and other data submitted by you until you ask to be removed from Community Lab's database. When you request to be removed from Community Lab's mailing list, you will no longer receive e-mails from Community Lab, but your information will remain in Community Lab's database and you may receive mailings at your physical address. If you would like to be removed from Community Lab's database and physical address mailing list, please see Section 11, "Contact Information," below. Please note that when information is removed from Community Lab's databases it may continue to exist in backup archives maintained by Community Lab.

8. Links to Third Party Sites

Users may find content on the Website that links to the sites of Community Lab's partners, sponsors or other third parties. Please be aware that Community Lab is not responsible for the privacy practices of other sites. This Privacy Policy applies only to the information Community Lab collects on the Website, and once you click on a link to another website, this Privacy Policy will not longer govern. Community Lab encourages you to read the privacy policy of other sites you link to from the Website or otherwise visit. **TO THE EXTENT PERMITTED BY LAW, COMMUNITY LAB HEREBY DISCLAIMS ANY AND ALL LIABILITY FOR ANY TYPE OF DAMAGES INCLUDING, BUT NOT LIMITED TO, INDIRECT, INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES, OR LOSSES OR EXPENSES, FOR THE ACTIONS AND CUSTOMER INFORMATION PRACTICES OF ANY SITE TO WHICH THE WEBSITE LINKS OR REFERS.**

9. Business Transfers

As Community Lab continues to develop, it may sell or liquidate certain of its assets or combine its operations with those of another entity. Accordingly, Community Lab may transfer, sell or disclose information, including your personally identifiable information, in connection with a merger, acquisition, divestiture, change or control, liquidation or any other similar transaction. By submitting your personally identifiable information through the Website you agree that your information may be transferred to such parties in these circumstances.

10. Children's Use of the Website

Community Lab recognizes the importance of children's safety and privacy on the Internet. We do not knowingly collect personally identifiable information from children under 13, nor does Community Lab offer any content specifically targeted toward children under 13. If you are under the age of 13, please do not attempt to register on our Website or send us any information about yourself, including your name, address, telephone number or email address and please only use the Website with your parent's or guardian's involvement. Upon learning that any child under the age of 13 has provided personally identifiable information, Community Lab will promptly delete such information.

11. Contact Information

Please be assured that Community Lab takes your concerns about privacy seriously. If you would like to correct or edit your personally identifiable information, be removed from our databases or mailing lists or if you have any questions, comments or concerns about Community Lab's privacy practices, please contact us at:

475 Riverside Drive, Suite 825
New York, NY 10115
info@community-lab.org