

# **IRENEOGARDEN.COM PRIVACY POLICY**

*Effective Date: April 26, 2020*

The ireneogarden.com website (the “Website”) is operated by Irene O’Garden (“Website Operator”, “we” or “us”). The Website Operator respects your privacy and recognizes your need for appropriate protection and management of your personal information, such as your name and email address. Please read this Privacy Policy carefully to understand how your personal information is collected and used by us. Contact us with any questions you may have by emailing irene@ireneogarden.com. We’re always happy to hear from you.

## **THE GLAD2BEHUMAN WEBSITE**

The Glad2BeHuman Website features original stories, poems, commentary and images posted by us and Website Users about appreciation of our lives in the 21<sup>st</sup> century (“Creative Work”). When you submit Creative Work and we feature it on the Website, we may publish your name in connection with an author’s or artist’s credit on the Website or in connection with other uses of your Creative Work, as permitted by our [Terms of Use](#).

## **WHAT INFORMATION DO WE COLLECT AND HOW?**

We collect personal information that you voluntarily provide to us when you create a User Account, submit Creative Work, change your account information, or participate in a blog or discussion forum. Currently, information that we save about you includes your name, your display name, your email address, and such other information as you may choose to provide at the time you create your User Account.

The Website uses “cookies”. A cookie is a small string of text that a website can send to your browser, for the purpose of enhancing your visit to the website and future visitor experience. A cookie cannot retrieve any other data from your hard drive, pass on computer viruses, or capture your email address. We use cookies to personalize your site visit, securely store your user ID and password, and identify which parts of a site have been visited or keep track of other information that you voluntarily provide. You can set your computer settings to alert you when a cookie is being placed. You may also clear all cookies saved to your computer by using the relevant selection in your internet browser.

We use cookies to identify information such as your computer's operating system and browser type, version, and capabilities (such as whether JavaScript is enabled and cookies are accepted), your Internet Protocol (IP) address and the time and date of your visit, the referring site (if applicable), as well as screen resolution, color and depth.

## **HOW WE USE YOUR PERSONAL INFORMATION?**

If you submit Creative Work and we choose to feature it on the Website, we may publish your name and/or other biographical information provided by you, to identify you as the Creative Work’s author or artist. We do not sell, trade or rent your personal information to others. We will

not disclose your personal information to others without your express permission, or as otherwise permitted by this Privacy Policy. We do not supplement the personal information provided by you with information collected from other sources.

We may also use your personal information to contact you from time to time by email regarding updates to our policies or software, or to send you other information that we feel may be of interest to you. You may choose to unsubscribe from our emails by emailing us at irene@ireneogarden.com.

We may share your personal information with a limited number of third-parties who assist us in performing internal and other functions necessary to operate the Website. These functions may include, for example, analyzing traffic information or other data, or providing legal or marketing assistance. In all cases we limit the information shared with our third-party partners and consultants to that which is necessary to carry out those functions.

Your information will be accessed by us or our partners as necessary to provide user support and troubleshoot any problems related to the Website.

We may also release personal information when we believe release is appropriate to comply with the law, to enforce or apply our [Terms of Use](#) and other agreements, or to protect our rights or the rights of others. Your personal information is, of course, subject to disclosure pursuant to judicial or other government subpoenas, warrants or orders.

## HOW DO WE PROTECT YOUR PERSONAL INFORMATION?

Information collected about you is protected in several ways.

When you provide us with your name, email or other personal information, these are stored in our secure database in encrypted format. When your personal information is sent between the web browser and the server, it is also encrypted using modern encryption standards in order prevent unauthorized parties from viewing such information while it is being transferred.

When you create a User Account, you select a password and unique user ID. Your password is encrypted. We strongly recommend that you do not divulge your password to anyone.

## REVIEWING, CHANGING AND DELETING YOUR PERSONAL INFORMATION

At any time, you may request to view or update the personal information that is associated with your account and stored by us. You may also request that we correct, delete some or all personal and/or non-personal information that we have collected about you. We will promptly fulfill your request and provide you confirmation when the information has been corrected or deleted. To review your personal information collected by us, or request any change or deletion of your personal information, or your entire User Account, you may contact us by email at irene@ireneogarden.com.

## CHILDREN'S PRIVACY

We are committed to the protection and preservation of children's privacy. Parents and guardians of any child under 13 have the right to consent to our collection and use of personal information from their child without consenting to its disclosure to third parties. Parents have the right to review personal information collected from their child and also the right to have such information, or any portion of it, deleted. To exercise these rights, or to request deletion of your child's User Account and related data, you may contact us by email at [irene@ireneogarden.com](mailto:irene@ireneogarden.com).

### THIRD-PARTY WEBSITES

We may suggest links to various webpages that we determine may be of interest to you. We do not have control over third-party websites and applications, or their information collection practices. The practices of third-party websites are not covered by this Privacy Policy. We recommend that you consult the privacy policies of the third-party websites and applications or contact their providers directly for information about their privacy practices. We assume no liability for the practices of third-party websites and applications.

### CHANGES IN THIS PRIVACY POLICY

Because the Internet is constantly evolving, so are our policies. By creating a User Account, you agree to the terms of this Privacy Policy as it may be amended from time to time. Any updates to this Privacy Policy will be posted here. It is your responsibility and you agree to check back to view the policy at this site from time to time. We may also notify you of material changes by sending you an email.

### DO YOU HAVE QUESTIONS OR CONCERNS?

If you have any questions regarding this Privacy Policy or our information practices, or any concerns about the security of your personal information, please contact us by email at [irene@ireneogarden.com](mailto:irene@ireneogarden.com). We will respond to you promptly.