

## **BMAC-APA Privacy Statement**

Your privacy is important to Baltimore Metropolitan Area Chapter of the American Payroll Association (BMAC). This privacy statement provides information about the personal information that BMAC collects, and the ways in which BMAC uses that personal information.

### **Personal information collection**

BMAC may collect and use the following kinds of personal information:

- information about your use of this website;
- information that you provide using for the purpose of registering with the website;
- information about transactions carried out over this website;
- any other information that you send to BMAC.

### **Using personal information**

BMAC may use your personal information to:

- administer this website;
- personalize the website for you;
- enable your access to and use of the website services;
- publish information about you on the website (information that you define, for paid subscribers);
- supply to you services that you purchase;
- send you statements and invoices;
- collect payments from you; and
- send you marketing communications.

Where BMAC discloses your personal information to its agents for these purposes, the agent in question will be obligated to use that personal information in accordance with the terms of this privacy statement.

In addition to the disclosures reasonably necessary for the purposes identified elsewhere above, BMAC may disclose your personal information to the extent that it is required to do so by law, in connection with any legal proceedings or prospective legal proceedings, and in order to establish, exercise or defend its legal rights.

### **Securing of your data**

BMAC will take reasonable technical and organisational precautions to prevent the loss, misuse or alteration of your personal information.

BMAC will store all the personal information you provide on its secure servers.

Information relating to electronic transactions entered into via this website will be protected by encryption technology.

### **Cross-border data transfers**

Personal information that you submit for publication on the website will be published on the internet and may be available around the world.

You agree to such cross-border transfers of personal information.

### **Updating this statement**

BMAC may update this privacy policy by posting a new version on this website.

You should check this page occasionally to ensure you are familiar with any changes.

## **BMAC-APA Privacy Statement**

### **Other websites**

This website contains links to other websites.

BMAC is not responsible for the privacy policies or practices of any third party.

### **Contact BMAC**

If you have any questions about this privacy policy or BMAC'S treatment of your personal information, please write to:

- by email to [admin@apabaltimore.org](mailto:admin@apabaltimore.org); or
- by post to BMAC - APA - P.O. Box 19115 - Baltimore, MD 21284-9115.

### **This privacy statement**

This privacy statement is based on an original template created by [website-contracts.co.uk](http://website-contracts.co.uk) and distributed by [freenetlaw.com](http://freenetlaw.com).