

# Marin Builders Association Electronic Information Privacy Policy, Refund Policy and Tax Policy

## **What information do we collect?**

We collect information from you when you place an order, subscribe to our newsletter or fill out a form. When ordering or registering on our site, as appropriate, you may be asked to enter your name, e-mail address, mailing address or phone number. You may, however, visit our site anonymously.

## **E-mail Addresses**

We provide links to our member email addresses in our online directory. The Marin Builders Association does not sell or distribute member email addresses at any time for any reason.

## **What do we use your information for?**

Any of the information we collect from you may be used in one of the following ways:

- To personalize your experience

(your information helps us to better respond to your individual needs)

- To improve our website

(we continually strive to improve our website offerings based on the information and feedback we receive from you)

- To improve customer service

(your information helps us to more effectively respond to your customer service requests and support needs)

- To process transactions

Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product or service requested.

- To administer a contest, promotion, survey or other site feature

- To send periodic emails

The email address you provide for order processing, will only be used to send you information and updates pertaining to your order.

Note: If at any time you would like to unsubscribe from receiving future emails, we include detailed unsubscribe instructions at the bottom of each email.

## **How do we protect your information?**

We implement a variety of security measures to maintain the safety of your personal information when you place an order or enter, submit, or access your personal information.

We offer the use of a secure server. All supplied sensitive/credit information is transmitted via Secure Socket Layer (SSL) technology and then manually keyed into our payment gateway providers database only to be accessible by those authorized with special access rights to such systems, and are required to keep the information confidential.

After a transaction, your private information (credit cards, social security numbers, financials, etc.) will not be stored on our servers.

## **Do we use cookies?**

We do not use cookies.

### **Do we disclose any information to outside parties?**

We do not sell, trade, or otherwise distribute or transfer to outside parties your personally identifiable information. This does not include printed version of names and addresses to trusted third parties who agree to keep this information confidential. We may also release your printed information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others rights, property, or safety.

### **California Online Privacy Protection Act Compliance**

Because we value your privacy we have taken the necessary precautions to be in compliance with the California Online Privacy Protection Act. We therefore will not distribute your personal information to outside parties without your consent.

### **Children's Online Privacy Protection Act Compliance**

We are in compliance with the requirements of COPPA (Childrens Online Privacy Protection Act), we do not collect any information from anyone under 13 years of age. Our website, products and services are all directed to people who are at least 13 years old or older.

The MBA endeavors to protect your e-mail address from inappropriate use. We do not distribute or sell your email address. We may use the email address you provide, and you expressly consent to our use of your email address for MBA-related matters such as announcements, newsletters, member surveys, and general membership voting, including MBA balloting and related balloting material. If you wish to withdraw this consent or opt out of receiving certain MBA emails, you agree to do so by e-mailing the request to [mba@marinba.org](mailto:mba@marinba.org)

### **Your Consent**

By using our site, you consent to our website's privacy policy.

### **Changes to our Privacy Policy**

If we decide to change our privacy policy, we will post those changes on this page.

### **Membership Dues Tax Policy**

Membership dues in the Marin Builders Association are not tax deductible as charitable contributions for federal income tax purposes. Dues may be deductible as ordinary and necessary business expense. Please consult your tax professional.

### **Refund Policy**

Membership Dues: Membership dues shall be at such rate, schedules or formula as may be from time to time prescribed by the Board of Directors, payable annually, in advance and are not refundable upon termination of membership in the organization.

Event Registrations: All event registration fees are non-refundable due to commitments to our vendors.

### **Return Policy**

See Refund Policy

**Cancellation Policy**

See Refund Policy

**Delivery/Shipment Policy**

See Refund Policy

**Contacting Us**

If there are any questions regarding this privacy policy you may contact us using the information below.

Phone 415 462 1220

Fax 415 462 1225

[mba@marinba.org](mailto:mba@marinba.org)

660 Las Gallinas Ave, San Rafael, CA 94903