



## **Privacy Policy**

*AMG is committed to ensuring that your private information is secure*

AMG International has created this privacy policy to explain why we collect certain information and how we will protect your personal privacy within our website. The following discloses our information-gathering and dissemination practices for the website located at the URL [www.amginternational.org](http://www.amginternational.org).

AMG International is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, you can be assured that it will only be used in accordance with this privacy statement. AMG International may change this policy from time to time by updating this page. This policy is in effect as of June 1, 2006.

### **What We Collect**

When completing on-line forms at our website, we may collect or ask you to provide the following information:

- your name and job title
- your physical (street) address and post code
- your email address
- your phone number(s)
- demographic information such as ministry preferences or interests (see *"Why we collect your personal information"* below)

### **Why We Collect Your Personal Information**

We collect this information to help enhance the relationship between you and AMG International by understanding your needs and interests, and to help provide you with better service. Those purposes are served when we ...

- Maintain current and accurate internal records,
- Use the information to enhance our donor services and communications with you.
- Use your email address or other contact information you have provided to send periodic communications to you about ministry ventures, needs and or special events, or other AMG information which we think you may find of interest, and
- Use the information you provide to enhance AMG's website or other ministry presentations.

### **How We Collect Your Personal Information**

Online Registration, Comment or Request for Information forms require users to give us contact information that may include name, e-mail address, format preference (HTML vs. Text), address, interests, and similar information (see *"What we collect"* above)

### **Use of Cookies**

AMG International may use cookies to enhance your experience while using our site. Cookies are pieces

of information that some web sites transfer to the computer that is browsing that website. They are used for record-keeping purposes at many websites. Use of cookies makes web surfing easier by performing certain functions, such as saving passwords and personal preferences within a particular site. Many consider the use of cookies an industry standard.

Your browser is probably set to accept cookies. You are always at liberty to program your computer to warn you each time a cookie is being sent or to refuse cookies completely. If you choose to have your browser refuse cookies, it is possible that some areas of our site will not function properly when you view them.

### **Internet Protocol Address**

We collect an IP address from all visitors to our site. An IP address is a number that is automatically assigned to your computer when you use the Internet. IP addresses are not linked to personally identifiable information. We may use IP addresses to help diagnose problems with our server, administer our site, analyze trends, track users' movement, gather broad demographic information for aggregate use in order for us to improve the site, and to deliver customized, personalized content.

### **What We Do with the Information We Gather**

AMG International will use your personal private information in a manner consistent with this Policy and only for the purpose for which it is submitted.

Personal information you may provide to AMG International is made accessible only to individuals who need access to it in order to complete their assigned AMG ministry work and limited to only that information they need to complete their assigned AMG ministry work.

With the exception of vendors or contractees that may need personal information you have provided to fulfill an agreement that serves approved AMG ministry objectives, it is AMG policy and practice that we will not distribute, sell or lease any personal information of AMG constituents, donors or website visitors to third parties unless required by law to do so.

### **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

All information provided to AMG International is transmitted using SSL (Secure Socket Layer) encryption. SSL is a proven coding system that lets your browser automatically encrypt, or scramble, data before you send it to us. We also protect account information by placing it on a secure portion of our site that is only accessible by certain qualified employees of AMG International. Unfortunately, however, no data transmission over the Internet is 100% secure. While we strive to protect your information, we cannot ensure or warrant the security of such information.

### **Choice**

AMG International will provide you with the opportunity to choose whether your private information may be used for purposes other than maintaining accurate internal records.

You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee may be payable.

### **Other Websites**

Our site contains links to other websites. Please note that when you click on one of these links, you are

entering another website for which AMG International has no responsibility. We encourage you to read the privacy statements on all such sites, as their policies may be different than ours.

**Contacting AMG**

If you have any questions about this Privacy Policy, the practices of this site, or your dealings with this site, please contact:

AMG International  
Attention: Webmaster  
P. O. Box 182200  
Chattanooga, TN 37422

Or send an e-mail to: [info@amginternational.org](mailto:info@amginternational.org) (Please reference this Privacy Policy in your subject line.)