

## **Privacy Policy**

Protecting your private information is our priority. This Statement of Privacy applies to the [www.swracpe.org](http://www.swracpe.org) and Southwest Region, ACPE, Inc. and governs data collection and usage. For the purposes of this Privacy Policy, unless otherwise noted, all references to Southwest Region, ACPE, Inc. include [www.swracpe.org](http://www.swracpe.org) and SWRACPE. The SWRACPE website is a news and information, commerce site. By using the SWRACPE website, you consent to the data practices described in this statement.

### **TRUSTe Privacy Program**

SWRACPE is a licensee of the TRUSTe Privacy Program. TRUSTe is an independent organization whose mission is to build users' trust and confidence in the Internet by promoting the use of fair information practices. Because we want to demonstrate our commitment to your privacy, we have agreed to disclose our information practices and have our privacy practices reviewed for compliance by TRUSTe.

If you have questions or concerns regarding this policy, you should first contact us at [swregionrd@gmail.com](mailto:swregionrd@gmail.com). If you do not receive acknowledgement of your inquiry or your inquiry has not been satisfactorily addressed, you should contact TRUSTe at <http://watchdog.truste.com/pvr.php?page=complaint>. TRUSTe may serve as a liaison with us to resolve your concerns.

### **Collection of your Personal Information**

SWRACPE may collect personally identifiable information, such as your name. If you purchase SWRACPE's products and services, we collect billing and credit card information. This information is used to complete the purchase transaction. We may gather additional personal or non-personal information in the future.

Information about your computer hardware and software may be automatically collected by SWRACPE. This information can include: your IP address, browser type, domain names, access times and referring website addresses. This information is used for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the SWRACPE website.

Please keep in mind that if you directly disclose personally identifiable information or personally sensitive data through SWRACPE's public message boards, this information may be collected and used by others.

SWRACPE encourages you to review the privacy statements of websites you choose to link to from SWRACPE so that you can understand how those websites collect, use and share your information. SWRACPE is not responsible for the privacy statements or other content on websites outside of the SWRACPE website.

### **Use of your Personal Information**

SWRACPE collects and uses your personal information to operate its website(s) and deliver the

services you have requested.

SWRACPE may also use your personally identifiable information to inform you of other products or services available from SWRACPE and its affiliates. SWRACPE may also contact you via surveys to conduct research about your opinion of current services or of potential new services that may be offered.

SWRACPE does not sell, rent or lease its customer lists to third parties.

SWRACPE may share data with trusted partners to help perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to SWRACPE, and they are required to maintain the confidentiality of your information.

SWRACPE may keep track of the websites and pages our users visit within SWRACPE, in order to determine what SWRACPE services are the most popular. This data is used to deliver customized content and advertising within SWRACPE to customers whose behavior indicates that they are interested in a particular subject area.

SWRACPE will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on SWRACPE or the site; (b) protect and defend the rights or property of SWRACPE; and, (c) act under exigent circumstances to protect the personal safety of users of SWRACPE, or the public.

### **Security of your Personal Information**

SWRACPE secures your personal information from unauthorized access, use or disclosure. When personal information (such as a credit card number) is transmitted to other websites, it is protected through the use of encryption, such as the Secure Sockets Layer (SSL) protocol.

### **Children Under Thirteen**

SWRACPE does not knowingly collect personally identifiable information from children under the age of thirteen. If you are under the age of thirteen, you must ask your parent or guardian for permission to use this website.

### **Opt-Out & Unsubscribe**

We respect your privacy and give you an opportunity to opt-out of receiving announcements of certain information. Users may opt-out of receiving any or all communications from SWRACPE by contacting us here:

- Web page: [www.swracpe.org](http://www.swracpe.org)
- Email: [swregionrd@gmail.com](mailto:swregionrd@gmail.com)
- Phone: 817-368-9118

**Changes to this Statement**

SWRACPE will occasionally update this Statement of Privacy to reflect company and customer feedback. SWRACPE encourages you to periodically review this Statement to be informed of how SWRACPE is protecting your information.

**Contact Information**

SWRACPE welcomes your questions or comments regarding this Statement of Privacy. If you believe that SWRACPE has not adhered to this Statement, please contact SWRACPE at:

Southwest Region, ACPE, Inc.  
4350 Ranch View Road  
Fort Worth, Texas 76109

Email Address:  
swregionrd@gmail.com

Telephone number:  
817-368-9118

Effective as of June 21, 2014