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### **Our Commitment to Privacy**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to read, we have a link to it available on our homepage and at every point where personally identifiable information may be requested.

### **The Information We Collect**

This notice applies to all information collected or submitted on the Welcome House of Northern Kentucky, Inc. Website. On our "Tell Us About You" form you can request additional information about our agency and the services and opportunities we provide. The type of personal information collected on this page is:

Name  
Address  
Email address  
Phone Number

### **The Way We Use This Information**

We use the information you provide about yourself to:

- Respond to your request for additional information
- Add your personal information to our mailing list

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.



We never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without also providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

### **Our Commitment to Data Security**

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

### **How You Can Correct Your Information**

You can access all your personal identifiable information that we collect online and maintain by calling us at 859.431.8717. We use this procedure to better safeguard your information.

You can correct factual errors in your personally identifiable information by sending us a request that credibly shows error.

To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

### **How to Contact Us**

Should you have other questions or concerns about these privacy policies, please call us at 859.431.8717 or send us an email at [mailbox@welcomehouseky.org](mailto:mailbox@welcomehouseky.org).