

## **SHERWOOD COMMUNITY SERVICES PRIVACY POLICY**

**This privacy policy covers what information we collect from you when you visit the Sherwood Web site, how we use it, and under what circumstances we disclose it.**

Sherwood gathers information online only for the following purposes:

- Subscribing to the Sherwood electronic newsletter
- Registering for a Sherwood event or making a purchase from us

We treat all information we receive from you as confidential. Access to your personal information is limited to employees, our credit card processing company, or others who would need such information to fulfill your request. (For example, we will share your credit card or check information with the financial institution that processes your payment.) Outside of such purposes, Sherwood does not sell, rent, exchange or give away any contact information from its customers or subscribers.

If you would like your contact information changed or removed from our permanent records, or if you have any questions about our privacy policy, please send an e-mail message to [Sherwood@sherwoodcs.org](mailto:Sherwood@sherwoodcs.org).