

## HOUSTON BALLET STATEMENT OF PRIVACY

Houston Ballet Foundation is committed to protecting the privacy of our supporters, our customers, and visitors to our web site. Our commitment to your privacy guides us in how we collect and use all personal information.

We encourage you to read this document to understand our objectives for collecting and using information. This document also states how to contact us concerning the personal information you transmit to us through online transactions and electronic communications through this website.

## INFORMATION WE COLLECT

For each visitor to our website, our web server automatically recognizes the user's IP address. In addition, our web server automatically collects certain nonpersonally identifiable information, such as the type of browser being used and the visitor's Internet Service Provider.

We use cookies to record information about visitors to our website, such as which web page visitors access. This information helps us to evaluate the effectiveness of our site so we may provide useful content to visitors.

In addition, we collect personal information (such as the name, postal address, telephone number and email address) of each customer who purchases tickets online through our website as well as those who communicate with us through electronic mail.

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 WE USE INFORMATION

From time to time, we will use the information we collect for marketing purposes, such as to contact you regarding upcoming events. Occasionally, this information is shared with other local arts organizations to help them contact consumers for marketing purposes.

Customers may prevent their information from being used for purposes other than those for which it was originally collected by writing to us at Houston Ballet, 601 Preston Street, Houston, Texas, 77002, or by email. Please provide us with your exact name, postal address, phone number, and email address in your correspondence.

Upon request we provide site visitors with access to personal information that we maintain about them including unique identifier information (e.g., customer number), contact information (e.g., name, address, phone number), financial information (e.g., credit card account information), and transaction information (e.g., dates on which customers made purchases, amounts and types of purchases). Consumers can request access to this information by writing to us at Houston Ballet, 601 Preston Street, Houston, Texas, 77002, or by email.

## **CHANGES TO THIS POLICY**

In the future, we may collect and use information in ways not previously disclosed in our privacy notice. If our information practices change, we will post the policy changes to this page to notify you of these changes and provide you with the ability to opt out of these new uses. If you are concerned about how your information is used, you should check this page periodically.