

## **Michael Phelps Foundation: Privacy Policy**

### **General Understanding of Our Privacy Policy**

The Michael Phelps Foundation (“the Foundation”) understands and respects the concerns you may have surrounding your privacy. Because your privacy is of utmost importance to us, this Privacy Policy sets forth the terms under which you share your information with the Foundation and how the Foundation collects and uses your information. This Privacy Policy applies to all information received by the Foundation, both online and offline, through any mode of communication, including any electronic, written, or oral.

### **General Acknowledgement**

By accessing or using the Foundation’s website and its corresponding webpages – those within the “michaelphelpsfoundation.org” domain name (collectively, “the Foundation Sites”) – or by contributing to the Foundation by any means, you have agreed to

- abide by this Privacy Policy, as may be amended from time to time, and
- the transfer, processing and maintenance of your personal and sensitive information in the United States of America.

### **How and What Information is Collected?**

#### **Collecting Personal Information**

Upon visiting the Foundation Sites, the Foundation may collect or track:

- Information from standard server logs, which include such information as your IP (Internet Protocol) address, domain name, browser type, operating system, and information such as the website that referred you to us, the pages you visit, and both the dates and times of those visits;
- The email addresses of users who communicate with the Foundation via email; or
- Information knowingly provided by the user in online forms for volunteering, donating, or applying for any other engagement with the Foundation.

In addition to the above information, the Foundation may place internet “Cookies” on your hard drive. A Cookie is a small amount of data that is commonly sent from the web server to your browser to be stored on your computer’s hard drive in order to save data about you, such as your name, password, user-name, screen preferences, and the pages of a website you have viewed. Consequently, when you revisit the Foundation Sites, the Foundation may recognize you by your Cookies and customize your experience accordingly. You may decline these Cookies by using the appropriate feature of the software on your web browser, if available.

The Foundation may use Google Analytics or a similar service to gather, store, and track certain information related to your visit to and activity on the Foundation Sites.

### Information from Users Located Outside the United States

The Foundation is based in the United States, and, regardless of where you access the Foundation Sites or otherwise provide information to us, the information may be transferred to and maintained on servers located in the U.S. Please note that any information we obtain about you will be stored in accordance with U.S. privacy laws, regulations, and standards, which may not be equivalent to the laws in your country of residence. By accessing the Foundation Sites, you consent to this collection, transfer, storage, and processing of information to and in the U.S.

### Information from Minors

It is the Foundation's policy not to solicit knowingly any personally identifiable information from children under the age of thirteen (13). Children under 13 are not authorized to make a donation, sign up for an event or program, or otherwise provide any personally identifiable information without consent from a parent or legal guardian. If you are under 13, do not send any information about yourself to us, including your name, address, telephone number, or email address.

In the event we learn that we have collected personal information from someone under the age of 13, we will delete that information as quickly as possible. If you believe that we might have collected information from someone under the age of 13, please email, call, or send a letter to us using the information on the [contact](#) page.

### Use of Personal Information Collected

With the abovementioned information that is collected, the Foundation can use it to:

- Contact you – either in response to a query or suggestion, or to mail items such as newsletters, documents, and publications to you;
- Send you additional information about the Foundation and its programs or events;
- Manage and process your volunteer application;
- Process a donation and provide you with a receipt or acknowledgement;
- Confirm your registration for any application completed in relation to the Foundation;
- Clarify or obtain information about a donation or about information you requested;
- Undertake statistical analysis;
- Perform other functions as described at the time the Foundation collects information.

### Disclosure of Personal Information to Third Parties

Unless stated elsewhere, individually identifying personal information provided through the Foundation Sites will not be sold or otherwise disclosed to third parties not affiliated with the Foundation.

With that said, identifiable and non-identifiable user information and data may be disclosed or distributed

- to another party with which the Foundation enters or reasonably may enter into a corporate transaction, such as, for example, a sponsorship, partnership, merger, consolidation, acquisition, or asset purchase;
- to a third party pursuant to a subpoena, court order, or other form of legal process, in response to a request by or on behalf of any local, state, federal, or other government agency, department, or body, whether or not pursuant to a subpoena, court order, or other form of legal process;
- to a third party if the Foundation, in its sole judgment, determines that such disclosure or distribution is in the best interest of the Foundation or is appropriate to protect the life, health, or property of the Foundation or any other person or entity; or
- to a third party that contracts with the Foundation to provide products, information, or other services that the Foundation believes, in its discretion, users may be interested in obtaining.

While the Foundation may undertake efforts to see that any third party to whom the Foundation discloses personal information is under an obligation to use the personal information solely for the purposes for which the information was disclosed, such third parties are independent third parties and the Foundation does not exercise any control over them. Therefore, the Foundation is not responsible for, and will not be liable for, third parties' conduct, actions, omissions, or information handling or disseminating practices.

### [Links to Third Party Websites](#)

The Foundation Sites may contain links to external websites, such as to the homepages of particular Partners. If you access a third party website from a link on a Foundation Site, any information you disclose on that website is not subject to this Privacy Policy. The Foundation is not responsible for the privacy practices or the content of such external websites. The Foundation highly recommends that you review and understand the privacy practices and policies of these external websites, especially because the Foundation does not control these third parties' use of cookies or their collection, management, or use of your private information. It is solely your obligation to review and understand the privacy practices and policies of these external websites.

The Foundation Sites may also use links to external online software platforms ("external platforms") to better organize volunteer requests. Information collected on these external platforms is securely transmitted to the Foundation. However, due to the technical processing and transmission of any content, the Foundation cannot guarantee that any information sent through these external platforms will be secure during transmission.

### [Internet Security](#)

The Foundation uses reasonable efforts to ensure that the information provided to the Foundation by users is held securely and will not be used in ways other than as set forth in this Privacy Policy or in ways to which you have explicitly consented.

With regards to credit card and billing information, in addition to your contact information, when you make a donation, the Foundation asks for your billing address and credit card or other financial services information. The Foundation uses a third-party banking agent to process your payments via a secured server that encrypts your credit card/bank information. The Foundation and our banking agent will not share your credit card/bank information with any other third party and we will not retain your credit card/bank information longer than necessary.

### Social Media Privacy Concerns

You may interact and communicate with the Foundation through third-party social-media sites, plug-ins, and applications, such as Facebook, Twitter, and Instagram. When doing so, you may allow the Foundation to access certain information from your profile (e.g. name, email address, photo, gender, birthday, location, list of friends/contacts—whom you follow or who follow you—your “likes,” and any other information accessible on your profiles). When you provide information to the Foundation through such social networking platforms or publicly accessible communication platforms on the Foundation Sites, it may be viewable by other users of these websites and, in such instances, the Foundation is not responsible for, and cannot prevent, the use of the information by third parties. You should refer to the privacy policies in these social media websites in order to understand and control what information is seen and accessible publically.

### Opt-Out Right

At any time, you may opt out of having your personally identifiable information—which has been voluntarily provided to the Foundation—retained, used, or disclosed by the Foundation. However, this does not apply to non-identifiable user information provided or collected. A request to opt-out can be done via an email, phone call, or standard mail. All relevant contact information can be found on our [contact](#) webpage.

### Right to Change Privacy Policy

The Foundation reserves the right at any time to modify, alter or update this Privacy Policy. Your use of the Foundation Sites following any changes means that you agree to follow and be bound by the Privacy Policy as changed. Any change to this Privacy Policy shall be effective as to any user who has visited the Foundation Sites before the change was made. It is the obligation of the users visiting the Foundation Sites before the change to learn of changes of the Privacy Policy since their last visit.