

## JAZZ AT THE BALLROOM™ Privacy Policy

Thank you for visiting the JAZZ AT THE BALLROOM site. Whether you visit us on the web through your computer or your mobile device, this privacy policy describes what we do with information we collect from you, including both information that you voluntarily and explicitly give to us and information that we collect when you visit and browse our website. By using our website and providing us information, you are acknowledging you have read and agree to this Privacy Policy.

You are prohibited from using this site if you are under the age of 13. We do not intentionally or knowingly accept information from anyone under 13 years of age. If we learn you have violated our Terms and are under 13 years old, we will immediately delete your account and all your content and block you from further using our services.

If you are between the ages of 13 and 18 and provide us information through the site for our scholarship application (as further detailed below) you must have a parent or guardian approve your submission of information to us.

We are located in the United States and all the information that we collect from you and you provide to us is stored on servers in the United States. We do not store or transfer information to servers outside the United States.

Jazz at the Ballroom (“JATB”) is a non-profit California corporation that is committed to helping young people learn and appreciate music and particularly jazz music. JATB is dedicated to showcasing and promoting America's most swingin' jazz artists, enhancing the appreciation for jazz in California, and fostering music and arts in schools in the Bay Area.

JATB presents a seasonal jazz series in Hillsborough as well as select concerts in San Francisco and throughout California. In addition to this, through our high school scholarship program and outreach to local public schools and music non-profits, JATB helps to spread the joy, passion and excitement of America's truly original classic music. In furtherance of our business mission and goals, we collect two types of information through the website— personal and non-personal. Non-personal information is, like it sounds, information which does not identify you personally. We use this non-personal information for a variety of business reasons, including to help us learn more about our site and our visitors generally, and to monitor the performance of the site.

### ***I. NON-PERSONAL INFORMATION***

We automatically record information ("Log and Usage Data") created by your use of the Service, which again helps us to improve our service. Log and Usage Data collected from the website may include information such as your IP address, browser type, the referring domain (which tells us where you came from to access JATB and helps us understand how you found our service), pages visited, and access times.

### **A. COOKIES AND PIXELS**

Some of the non-personal information is collected through the use of cookies and/or pixel tags. Cookies are small data files containing information about the user that are stored on the user's hard drive. You can delete and/or disable these cookies at any time through your internet controls on your computer. Some cookies are used to make login to our site easier (such as by remembering usernames and passwords). Cookies can also help us to understand what pages on our site you access and how long you stay. If you disable cookies and/or delete session cookies, your use of our site may be affected and some of the features of the site may not function properly. Pixel tags are small data files on the website that anonymously record your activities on the site for marketing purposes (for instance, if you start to sign up and then change your mind). It helps us to evaluate the effectiveness of the website.

## **II. PERSONAL INFORMATION**

Personal information is that information that can identify you personally. This includes information such as your name, your address, information about you, videos, essays, pictures, and your e-mail address. You might provide us this information to inquire about upcoming events, to donate to our organization, to join our mailing list, to buy season tickets or to apply for a scholarship opportunity. We use this information to:

- To notify you of upcoming JATB events;
- To answer your questions;
- To thank you for contributions;
- To review your scholarship submissions;
- To notify you of changes to our Privacy Policy;
- To send you information about attending upcoming events you have registered for; and
- To investigate fraud and protect our legal rights.

In order to apply for the Scholarship, you must send an audio track of yourself playing your instrument and a brief essay. JATB will own this data upon submission and retains this data in perpetuity. However, JATB will only use the audio recording and the essay for the purpose of evaluating your scholarship application and we may, at our sole discretion, use quotes from your essay and/or excerpts of your recordings(s) in marketing and PR regarding JATB and the JATB scholarship. If you delete your personally identifying information, it will

not be used to identify you in connection with excerpts from your essay and/or your audio recording(s). In no event will we monetize your audio recording(s) and/or your essay without obtaining your express advance consent.

If you do not want to continue to receive correspondence from us, you can unsubscribe by sending us an email to [unsubscribe@jazzattheballroom.com](mailto:unsubscribe@jazzattheballroom.com).

### **III. USE AND SHARING OF THE INFORMATION**

We share your information in a very limited way. We share your personal information submitted in your Scholarship Application with our judges. With your permission, we share the names and instrument and school attended of Scholarship recipients. We share information about donors on the website unless you specify you wish you remain anonymous. We share your name(s) with other venues if you are attending a JATB show at venue other than the Big Crosby Ballroom for season ticket holders. We do not share your personal contact information with any other outside third parties except as further detailed below.

#### **A. LEGAL DISCLOSURES AND BUSINESS TRANSFERS.**

We may disclose **any** information without notice or consent from you:

- in response to a legal request, such as a subpoena, court order, or government demand;
- to investigate or report illegal activity;
- to protect your safety or the safety of a third party;
- to enforce our rights or defend claims; and/or
- in connection with a merger, corporate restructuring, sale of any or all of our assets, or in the event of bankruptcy.

### **IV. MODIFYING OR DELETING YOUR ACCOUNT**

You can modify all of the information on your account by sending us an email to [info@jazzattheballroom.com](mailto:info@jazzattheballroom.com). You can delete some or all of the information from your account in the same way. However, if you have purchased a season ticket or have made a donation, we need to maintain your information for operational and tax purposes. If you request to delete your information after you have applied for a scholarship but before scholarship decisions have been made, you will forfeit your right to be considered for the scholarship. It may take up to 30 days for the information to be deleted. Additionally, any correspondence you have had with us directly will be retained.

### **V. DO NOT TRACK**

We respect the trust you place in us in providing us your personal information and endeavor to safeguard your private information using reasonable commercial practices for businesses of our size and scope. We respect your “do not track”

browser settings. However, the inherent insecurity of the internet and activities of bad actors may compromise that security. We can't guarantee your private information will always be secure. We will notify you in accordance with state and federal law if we learn your personal information has been compromised or stolen.

Effective as of August 1, 2018