

## **Knoxville Bar Association Website Privacy Policy**

The privacy, confidence, and trust of individuals who visit the Knoxville Bar Association (KBA) web site are important to us. No personal information is collected at this site unless it is provided voluntarily by an individual.

On this web site the KBA collects limited non-personally-identifiable information, as well as such personally-identifiable information as our web site users ("you") choose to give us. The privacy policy posted on our web site at the time you provide information to us is the one which is in effect; the policy may change from time to time. We currently use information as follows:

1. Non-personally-identifiable information

We log the IP address associated with your computer at the time of your visit to monitor the traffic to various areas of our web site and to help us diagnose any problems with our server. We may use session cookies (not stored after you exit our site) or persistent cookies (stored after you exit) to track session ID, to store login information or other information regarding your preferences or use of our site, and to enable the shopping cart feature.

2. Personally-identifiable information:

- a. Our site uses session cookies (not stored) to maintain user session identity.
- b. E-mail or other information requests sent to the KBA web site may be maintained or forwarded to the appropriate staff member or volunteer attorney in order to respond to the request.
- c. The detailed information requested on the membership application form may be made available to the public and thus there is no expectation of privacy regarding such information.
- d. Those portions of our site which use encryption (as indicated by a closed lock symbol or the equivalent on your browser) collect sensitive information such as credit card numbers. We use such information, which is kept separate from other information we collect, only for the purposes related to the transaction for which you supply the information. We do not disclose such information to others for unrelated purposes.
- e. If you provide information to us off-line (e.g. postal mail or fax), this privacy policy does not apply, even if you use a form you downloaded from this web site.

3. Unencrypted information generally.

Please note that unencrypted information transmitted over the Internet is not secure and could be captured by third parties.

4. Correction of information.

If you determine that information you have supplied to us via this web site is incorrect, you may submit the corrected information to us in the same way you submitted the incorrect information or send an e-mail to [mwilson@knoxbar.org](mailto:mwilson@knoxbar.org).

5. Links.

Permission to link to the KBA site is required. The KBA web site contains links to other external web sites that do not fall under the knoxbar.org domain. The KBA privacy policies do not apply to such external web sites.

Questions? Contact us at [mwilson@knoxbar.org](mailto:mwilson@knoxbar.org).

This policy was adopted by the Knoxville Bar Association Board of Governors on November 19, 2008.