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## **Unencrypted Information Generally**

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

## **Use of IP Addresses**

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. Your IP address may also be used to gather broad demographic information such as the name of your internet service provider and its geographic location.

## **Use of "Cookies"**

A "cookie" is a small text file that reports user and page activity. "Cookies" do not pose a threat to your computer, your web browser, or the software installed on your system. They do not contain viruses, and the information provided is not used beyond the general analytical review of page visits. Information gathered through the use of "cookies" is not sold or provided to vendors, direct mail concerns, e-mail list services, etc. The Colorado Municipal League cannot control the use of "cookies" by sites linked to our site or to vendor(s) sites that have purchased banner advertisements. The Colorado Municipal League is not responsible for the privacy practices or the content of such sites.

We may use session cookies (not stored after you exit our site) or persistent cookies (stored after you exit) to track session ID and maintain user session identity, which enables us to control colors, store login information and user preferences, and to enable the shopping cart feature.

If you use the "share" feature, we do not capture your e-mail address or the e-mail address of the "friend"/recipient. 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. If you provide information to us offline (e.g. postal mail or fax), this privacy policy does not apply, even if you use a form you downloaded from this web site.

## **Online Surveys**

From time to time, we conduct online surveys, which ask visitors for voluntary information on various topics of interest to the Colorado Municipal League. Information supplied for online surveys is used only by the Colorado Municipal League. It is not sold or provided to vendors, direct mail concerns, e-mail list services, etc.

## **E-mail Lists**

Throughout our site, users are given the opportunity to freely subscribe to electronic mailing lists, which are subscription-based groups that send e-mail on certain content/topics to your e-mail account. The identity of subscribers and their corresponding e-mail addresses are not sold or provided to outside vendors, advertisers, direct mail concerns, other e-mail list services, etc. To unsubscribe to any e-mail list, send an e-mail to [cml@cml.org](mailto:cml@cml.org) asking to unsubscribe or modify your RSS feed requests accordingly.

## **Opt-Out**

In the event that customer information is used to direct the Colorado Municipal League advertisements and announcements to customers, registrants and online survey participants, the Colorado Municipal League will provide our users with the opportunity to opt-out of receiving communications from us at the point where we request information about the visitor.

## **Modifications/Deletions**

Users may modify their information in our database or completely remove their information if they do not want to receive future communications or to receive our services. You can send an e-mail to [cml@cml.org](mailto:cml@cml.org) to accomplish this.

## **Contacting the Web Site**

If you have any questions about this privacy statement, the practices of this website, or your dealings with this website, please contact the webmaster at [cml@cml.org](mailto:cml@cml.org).