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General's Charities Bureau, Attn: Foil Officer, Department of State, 120 Broadway, New York, New York 10271. **North Carolina:** Financial information about us is available from the State Solicitation Licensing Branch at 1-888-830-4989. The license is not an endorsement by the state. **Pennsylvania:** Our official registration and financial information may be obtained from the Pennsylvania Department of State by calling toll-free within Pennsylvania, 1-800-732-0999. Registration does not imply endorsement. **Virginia:** A financial statement is available from the State Division of Consumer Affairs in the Department of Agriculture and Consumer Services upon request. **Washington:** The registration statement required by the Charitable Solicitation Act is on file with the Secretary of State. Additional information can be obtained by calling 1-800-332-4483. **West Virginia:** West Virginia residents may obtain a summary of the registration and financial documents from the Secretary of State, State Capitol, Charleston, West Virginia 24305. Registration does not imply endorsement.

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Name of Agent Designated to Receive Notification of Claimed Infringement: Zoe Byer, 16 Royal Street SE Leesburg, VA 20175. 703-777-5026. admin@agapeofloudoun.org. To be effective, Section 512(c)(3)(A) of Title 17 of the United States Code requires that your notification of claimed infringement be a written communication and that it includes certain elements explained therein. Please check the statute for more details.

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We are committed to protecting the privacy and security of the users of our sites. This privacy policy will advise you about how we protect your personal information, and about what choices you have concerning our use of such information. By using our sites, you consent to the processing of your information as set forth in this Privacy Policy, now and as amended by us. To see the HIPAA Notice of Privacy Practices, go to: *(link to your NPP, if you are medical)*.

Personal Identification Information

We may request personal identification information from you in connection with your use of, or participation in, scheduling appointments, communications, membership registration, discussion groups, requests for information or suggestions, visitors' requests for free products or services or additional information (including via email to us), and in connection with other activities, services or resources we make available on any of our sites. In all of these cases, we will collect personal identification information from you only if you voluntarily submit such information to us. We will never intentionally disclose any personal identification information about you as an individual user (such as, for example, your full name, street address, telephone number, or email address) to any third party without having received your permission. We do not sell or otherwise share your data with third parties. Though we make every effort to preserve user privacy, we may need to disclose personal information wherein we have a good-faith belief that such action is necessary to comply

with a current judicial proceeding, a court order or legal process. We may share with others aggregated demographic information not linked to any personally identifiable.

To Whom We Disclose Your Information

We may disclose the information we collect from or about you:

- to our affiliates;
- to service providers who work on our behalf;
- as required by law;
- when required to protect our rights or your safety or the safety of others, or to detect, prevent, or respond to misuse of our sites.

In addition, we may share de-identified information, such as reports on user demographics and traffic patterns, with third parties, including researchers.

Chat Rooms, Message Boards, and Public Forums

Please keep in mind that whenever you voluntarily disclose personal information online – for example on message boards, through email, or in chat areas – that information can be collected and used by others. In

short, by posting personal information online that is publicly accessible, you may receive unsolicited messages from other parties in return.

Security

These sites take every precaution to protect users' information. When users submit sensitive information via the sites, we take great effort to ensure their information is protected both online and offline. When our registration/donor/appointment/chat form asks users to enter sensitive information (such as credit card number), that information is encrypted and is protected with the best encryption software we are aware of in the industry – SSL.

While we use SSL encryption to protect sensitive information online, we also aggressively protect user-information offline. Only ministry employees who need the information to perform a specific job (for example, our billing clerk or a customer service representative is granted access to personally identifiable information. Finally, the servers that store personally identifiable information are in a secure environment.

We and our service providers may automatically collect certain technical information from your computer or mobile device over time and across different websites when you use the sites using cookies or similar technologies, such as your Internet Protocol address, your browser type, your operating system, the pages you view on the sites, etc. This information allows us and our service providers to recognize you and personalize your experience if you return to the sites, to improve the sites and the services we provide, and to provide you with advertisements targeted to your interests.

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Miscellaneous

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Contact us

If you have any questions about this document, please contact us at: admin@agapeofloundoun.org
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