

Privacy Policy for Online and Electronic Use

Florida Initiative for Regional Student Theatre (hereafter FIRSTheatre) is strongly committed to protecting the privacy of its online guests, customers, members, donors, and friends. We do not collect personally identifiable information about individuals—such as their names and postal and/or email addresses—except when it is knowingly provided by such individuals. We believe that maintaining privacy on the Web is very important and we hope you will read this privacy policy carefully so that you will clearly understand both our commitment to you and your privacy and our method of collecting and using information. This privacy policy only applies to transactions made, and data gathered, on the www.firsttheatre.org Web site and does not apply to any other Web site. The terms of this privacy policy shall govern all interactions with FIRSTheatre through either FIRSTheatre’s Web site or email. A link to the privacy policy can be found on FIRSTheatre’s home page and on every page on FIRSTheatre’s site. By using FIRSTheatre’s Web site or communicating with FIRSTheatre by email, you agree to the terms of this privacy policy.

Information Provided by Visitors

You may use FIRSTheatre’s Web site without submitting any personally identifiable information.

When you make a donation, register for a program, or purchase tickets to any event online FIRSTheatre will ask you to create an account and ask you to provide personally identifiable information necessary to process and service your donation, registration and/or order that may include your name, billing and shipping postal addresses, telephone number, email address, and credit card number. When you make a donation, register for programs, or purchase tickets to any event online, your credit card information will be temporarily stored on a secured server. We will retain the personally identifiable information you provided for our records and to facilitate customer service. You may also be asked for additional information required to complete and service your request.

How FIRSTheatre Uses Information Provided by Visitors

FIRSTheatre never shares with third parties any email address you provide when you make a donation, register for programs, or purchase tickets to any event online, through the mail, in person, or on the telephone except as required by law. Member and Donor names are deleted from the FIRSTheatre mailing list when it is shared with other companies.

FIRSTheatre will occasionally share constituent mailing addresses with other theater companies for one-time-only usage to promote discounts to other theatrical events. If you do not wish to have your address shared, please contact us at info@firsttheatre.org.

Children Under Thirteen Years of Age

We do not knowingly collect personally identifiable information from children under thirteen years of age.

Emails and Newsletters

FIRSTTheatre regularly sends email newsletters to our registered email subscribers. On occasion, FIRSTTheatre may send emails to individuals such as registrants and members who have provided us with their email address, informing them of FIRSTTheatre events or promotions we think might be of interest to them. FIRSTTheatre also sends promotional emails to customers and those individuals who have requested information. Email recipients may always opt out of any email category at any time by contacting us at info@firsttheatre.org.

Emailing FIRSTTheatre

FIRSTTheatre tries to respond to email messages requiring a response within seven business days. We try to respond to customer service inquiries related to program registration within forty-eight hours. If you email FIRSTTheatre, your message and email address will be forwarded to the appropriate department within FIRSTTheatre. FIRSTTheatre may choose to save this information. FIRSTTheatre is pleased to hear from you. However, any message, material, business information, ideas, concepts, unsolicited scripts, or other information sent to FIRSTTheatre by email will be treated as non-confidential and non-proprietary.

Data Security

FIRSTTheatre makes every reasonable effort to ensure that all of the transactions that occur on our Web site are secure. All credit card numbers submitted to the site are encrypted using "Secure Socket Layer" (SSL) encryption. SSL technology is an industry standard for protecting sensitive information as it is transmitted over the Internet.

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and administrative procedures to safeguard and secure the information we collect online.

Third-Party Service Providers

FIRSTTheatre may engage reputable third-party vendors in order to help us manage our Web site and allow us to better service our visitors and customers. These may include third-party vendors engaged to analyze, for marketing purposes, the information collected on our Web site. FIRSTTheatre requires its vendors by contract to maintain the confidentiality and security of FIRSTTheatre information to which they are provided access and restricts the vendors from using the information in any way not expressly authorized by FIRSTTheatre.

The FIRSTTheatre Web site may contain links to other Web sites such as our third-party vendors. Once you leave FIRSTTheatre's Web site, this privacy policy will not apply.

Contact Information

If you have any questions regarding this privacy policy, please contact:

FIRSTheatre

P.O. Box 621541

Orlando, FL 32862

Email: info@firsttheatre.org

Telephone: 407-891-2379

Changes to Privacy Policy

FIRSTheatre may revise its privacy policy at any time. We encourage you to visit this page periodically to review our current policy so that you will always know what information we gather and how we may use that information.

Update effective January 05, 2016