

Grinder Productions Privacy Policy

*This policy document was approved by GP's Executive Director on May 25th, 2004
Updated August 12th, 2005*

Defining Personal Information: Personal information is any information that can be used to distinguish, identify or contact a specific individual. This can include individual's opinions or beliefs, as well as facts about, or related to, the individual. Business contact information and certain publicly available information such as names, addresses and telephone numbers as published in telephone directories, are not considered personal information.

Our Commitment: Grinder Productions is committed to protecting the privacy of the personal information of its patrons, employees and other stakeholders. Personal information gathered by Grinder Productions is kept in confidence. Only authorized Grinder Productions personnel have access to this information. Safeguards are in place to ensure that the information is not disclosed or shared more widely than is necessary to achieve the purpose for which it was gathered.

Ticket Orders: All information collected through the day-to-day box office activities of the Fergus Grand Theatre, including the processing of all Grinder Productions ticket orders, is the subject to the privacy policy of the Fergus Grand Theatre. Nonetheless, Grinder Productions does not use ticket order information for any purpose other than facilitating attendance.

Volunteers: Information collected for the purposes of contacting and tracking volunteers is only used for those purposes and is not used for any other purposes without the consent of individual volunteers.

Website: Grinder Productions' website may include links to other sites not directly under the control of Grinder Productions. Any information provided to those sites is governed under the privacy policies of those sites. Grinder Productions is not responsible for the privacy practices or content of those sites.

Brochure Requests: When patrons request a brochure or other piece of promotional material via mail, fax or e-mail their contact information will be added to our mailing list. This list is used exclusively for the purposes of distributing this information.

Financial Information: Grinder Productions will protect all personal financial information provided by patrons, staff, sponsors, donors and volunteers.

Contact Information: Questions or comments regarding this policy may be directed to Eric Goudie, Executive Director, by e-mail (grinder@grinderproductions.org) or via the Fergus Grand Theatre at (519) 787-1981.