

## **Privacy Policy**

This statement of privacy applies to OneStep4Autism, Inc. and the website [www.OneStep4Autism.com](http://www.OneStep4Autism.com). Protecting your privacy is our priority and this policy governs data collection and usage. Unless otherwise noted, all references to OneStep4Autism, Inc. in this privacy policy will include [www.OneStep4Autism.com](http://www.OneStep4Autism.com). The term “we”, when used in this privacy policy will also refer to OneStep4Autism, Inc. and [www.OneStep4Autism.com](http://www.OneStep4Autism.com) unless indicated. Updates to this privacy policy will occur as needed and it is recommended that the policy is reviewed periodically when viewing the site. Revisions dates will be located at the end of the policy.

### **Personal Information**

“Personal Information” is information collected by or provided to OneStep4Autism, Inc. which identifies you such as name, email, address, phone number and if required, credit card information. This information can be collected in various ways such as e-mail, the “Contact Us” tab on our website and when making a donation to our organization. There may be other methods for collecting personal information not detailed above such as fundraising and/or other special events.

### **Personal Information Use and Disclosure**

OneStep4Autism, Inc. does not and will not share, sell or trade personal information collected on the website or through any other business activities/transactions. We will, however, collect payment information, billing address and other information necessary to process a donation or contribution to our organization.

-We will only share your personal information if you give us documented permission to do so for specific reasons or circumstances.

-We will use and/or disclose your information to comply with the law or in the good faith belief that such action is necessary to conform to the requirements of law or comply with legal process served on OneStep4Autism, Inc., protect and defend the rights or property of OneStep4Autism, Inc. and act in urgent circumstances to protect the personal safety of users of OneStep4Autism, Inc. or the public.

-We will use the personal information to protect against potential fraud. We may verify with third parties the information collected in the course of processing a gift or other donation. If you use a credit or debit card on the website, we may use card authorization and fraud screening services to verify that your card information and address matches the information that you supplied to us and that the card being used has not been reported lost or stolen.

-We will not send you mailings on behalf of any other organizations.

-You have the right to review information that we have collected about you. To review that information please contact us via e-mail – [Nick4@OneStep4Autism.com](mailto:Nick4@OneStep4Autism.com)

OneStep4Autism, Inc. does not disclose your personal information to any third parties except as outlined in this Privacy Policy or at the time the information is requested. In addition, OneStep4Autism, Inc. will not sell or trade your personally identifiable information to any third parties.

### **Security**

[www.OneStep4Autism.com](http://www.OneStep4Autism.com) is committed to secure your personal information and preventing unauthorized access and disclosure. We have taken customary and reasonable steps to protect both your personal and financial information.

### **Children Under Thirteen**

OneStep4Autism, Inc. does not knowingly collect personal information from children under the age of thirteen. If a user is under the age of thirteen, you must get permission from a parent or guardian.

### **Opt-Out**

We respect the privacy of users and give them the opportunity to opt-out of having any communications from OneStep4Autism, Inc. To opt-out, simply email OneStep4Autism or go to the “Contact Us” tab on the website and in the message section, type “opt-out” or “unsubscribe”. After we receive the message we will remove you from our mailing lists, delete your information from our e-mail contact list and no longer initiate any communication.

### **Contact information**

OneStep4Autism, Inc. welcomes comments and concerns regarding this Privacy Policy or any other issues. Please contact us in one of several ways:

Mail-OneStep4Autism, Inc.  
977 Dutchess Turnpike  
Poughkeepsie, NY 12603

E-mail – [Nick4@OneStep4Autism.com](mailto:Nick4@OneStep4Autism.com)

Phone- 845.401.7142 or 845.401.7407

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