# **Privacy Policy**

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## 1. Our Commitment To Confidentiality

The confidentiality of PLA Members is important to the Portland Leather Alliance. To help our Members make informed choices in maintaining their confidentiality, we provide this notice explaining our Membership information practices. To make this notice easy to find, we make it accessible as a link on our website and we reference this link wherever personally identifiable information may be requested to conduct official PLA business.

## 2. Why and What Membership Information is Required

The Portland Leather Alliance is incorporated as an Oregon Nonprofit Corporation. According to the Oregon Revised Statutes, PLA is legally required to maintain a record of its members that includes "the name and address of all members" (ORS 65.771 Section 3)

We also ask for Member information in order to conduct official PLA business (see section 3 below).

#### 3. How We Use Membership Information

All PLA membership information exists solely for the purpose of conducting official PLA business. The PLA asks for Member information to conduct official PLA business, including:

- to notify Members of membership expiration dates and renewal information
- to deliver monthly Board Meeting Minutes to our Membership
- to deliver updates on PLA activities and events to our Membership
- to ensure that only current Members may cast votes in PLA elections
- to ensure that only current Members obtain Member discounts when available at official PLA events
- to correctly identify membership renewals submitted by existing Members
- to verify legal age of Members

## 4. Who Uses Membership Information

Membership information is managed by the Membership Director appointed by the PLA Board of Directors from among the current Board Members PLA Bylaws, Article VIII - B). PLA does not disclose, sell or rent Member information to anyone. Membership information is confidential and will be hled in a manner that is consistent within our Privacy Policy. Software and information access is restricted to PLA Board Members who require the information to fulfill their job function(s) and access to personally identifiable information is limited to only the information required to complete a necessary task for PLA business.

## **5. Membership Information Options**

Because many of our Members prefer the convenience of receiving Board Minutes and PLA event information via electronic means or by phone, Members may opt to provide PLA with their email address, in addition to the postal address that is required by Oregon Statutes.

When providing us with contact information, Members should keep in mind the nature of the Portland Leather Alliance and its events and activities. We are a non-profit, 501(c)3 group dedicated to fostering a safe, sane & consensual environment for alternative adult sexuality with a focus on BDSM, Leather & Fetish lifestyles. The content of our correspondence often reflects this focus. If you do not wish to be contacted because of this content, please let us know via the contact information in section 7 below.

## 6. Our Commitment To Information Security

While we cannot guarantee that loss, misuse or alteration to information will never occur, we do take precautions to prevent such unfortunate occurrences. All PLA Board Members associated with the processing of personally identifiable information are required to respect the confidentiality of Member information. Software and information access is restricted to PLA Board Members who require the information to fulfill their job function(s) and access to personally identifiable information is limited to only the information required to complete a necessary task.

#### 7. How To Contact Us

The PLA Membership Director can be reached by email at: membership@portlandleather.org.

The PLA Web person can be reached by email at: webperson@portlandleather.org.

The PLA Board of Directors can be reached by our postal address:

Portland Leather Alliance 4110 SE Hawthorne #611 Portland, OR 97214 Portland, OR, 97214