

## ACADEMY OF FLORIDA MANAGEMENT ATTORNEYS

### AFMA Website and ListServe

#### Privacy Policy

February 1, 2010

The Academy of Florida Management Attorneys (AFMA) is a provider of an interactive service pursuant to Section 230 of Title 47, United States Code. Through our website (“**Website**”) we provide an information service that provides or enables computer access by our subscribers (members) to a computer server. We also provide a portable Email address generally referred to as “**ListServe**” that allows AFMA members to send emails to the entire group using one Email address. This privacy policy (“Privacy Policy”) informs you of our policies relating to information that we gather about you under the Terms of Use when you use either the Website or ListServe (collectively the “**Websites**”). The information that we gather may be by website usage tracking, cookies, and information that you enter to register to use our Websites either as a reviewer (Reviewer) or sending emails using ListServe, or otherwise. We collect information for our use and the use of our affiliates in providing you services and in providing a forum in which members of the Academy of Florida Management Attorneys may share and exchange information and ideas. Our Privacy Policy applies only to our Websites and not to any third party websites that may collect information disclosed on our Websites, whether or not in compliance with our confidentiality requirements. You acknowledge that by posting information and opinions to the Websites and by use of the Websites, you authorize us to collect and use information that we gather on your use of the Websites for any purpose.

The terms “**we**” and “**us**” refer to **Academy of Florida Management Attorneys (“AFMA”)**. The terms “**you**” and “**your**” refer to you, as a user of the Websites. The term “**personal information**” means information that you provide to us or that we gather which personally identifies you, such as your name, telephone, email, and any other data that is tied to such information. By your use of the Websites, you consent to be bound by the terms of this Privacy Policy, and if you do not agree, then you must immediately refrain from using the Websites now and in the future.

#### OUR USE AND COLLECTION OF INFORMATION

We use commercially reasonable efforts to collect information according to this Privacy Policy.

#### REGISTRATION

If you have been given access to the Website and subscribe for access to ListServe, we ask for and record personal information such as your name and email address. By providing this information you consent to our collection, retention, and use of information about you in any way and for any purpose that we choose (“**Default Provisions**”). We use your email address to send you updates and news, meeting and event notices, and professional and confidential information and to also contact you on behalf of AFMA or others. Also, we store and archive your submissions to us, such as questions, comments, opinions, and Content that you provide. If you contact us to provide feedback or suggestions, then we collect and record this information in order to provide better services to users of the Websites. We provide a means for forwarding messages between and among users of the Websites, and you hereby grant us your permission to forward messages from other users of the Websites to you.

**AFMA Website and ListServe  
Privacy Policy  
February 1, 2009**

We collect, store, archive and use information about your use of the Website, such as searches that you make, pages that you view, your IP address, your browser type, the referring URL, the requested URL and time and date. We use this information to provide better services and to monitor Website metrics. We may use this information in the aggregate to perform statistical analyses of user behavior and characteristics in order to measure interest in and use of our services. You cannot be identified from the use of aggregated information.

We may send cookies to your computer in order to identify your browser and to track your usage of the Websites. The term “**cookies**” refers to a utility that a website can send to your computer while you are viewing a website. Session cookies expire once you close your browser, and persistent cookies stay on your computer until you delete them. We may use both types of cookies. Persistent cookies can be removed by following your browser help file directions. If you choose to disable cookies, then some services may not be accessible to you from our Websites.

We may use information in order to investigate, enforce, and apply provisions of the Terms of Use and our Privacy Policy.

We reserve the right to distribute any and all submissions by you to others but only in accordance with AFMA’s confidentiality policies and procedures. These third parties may publicly display or republish your submissions. We may share your personal information with third parties to provide you with services, improve quality, create accounts, or share information. These third parties are required to use your information as provided in this Privacy Policy.

We may disclose your personal information to others in a reasonable belief that such disclosure is reasonably necessary to (a) take action regarding suspected illegal activities; (b) enforce or apply our Terms of Service and Privacy Policy; (c) comply with legal process, such as a search warrant, subpoena, statute, or court order; or (d) protect our rights, reputation, and property, or that of our users, affiliates, or the public; or (e) voluntarily comply with a request from law enforcement.

By providing us with any other person's information, you represent to us that you have obtained the consent of the person concerned as regards such disclosure to us of their personal information and this Privacy Policy.

We endeavor to limit access to our Websites to AFMA members. Be advised, however, that any message to another user is not private and may be publicly posted or forwarded by the other user, notwithstanding any confidentiality agreements that we may require our subscribers to sign and deliver under our Terms of Use or otherwise.

#### ACCESS TO YOUR ACCOUNT

You must safeguard your password. We use reasonable measures to protect personal information stored on our servers. Although we take reasonable measures to safeguard information from unauthorized disclosure, we do not guarantee or warranty that your personal information will never be disclosed to others. If determined, a third party can gain access to some or all of your information, including archived messages, stored on our servers, and you hereby release us from any and all claims and causes of action arising from or related to the use of this Website or

**AFMA Website and ListServe  
Privacy Policy  
February 1, 2009**

ListServe, the information that we collect on you, and unauthorized access to or use of the information.

**CHANGES TO THE PRIVACY POLICY**

We may modify this Privacy Policy at any time, and we will post any new versions on our Websites. Any changes will be effective thirty (30) calendar days following posting of notice on the Websites. You are responsible for updating your personal information to provide us with your most current e-mail address. In the event that the last e-mail you have provided us is not valid, or for any reason is not capable of delivering to you the notice described above, we may not be able to contact you, Notice by posting to the Websites shall nonetheless constitute effective notice of the changes. Changes to this Privacy Policy may affect use of personal information provided to us prior to our notification to you. If you do not wish to permit changes in our use of your personal information, you must notify us prior to the effective date of the changes that you wish to deactivate your account with us. Continued use of the Websites following notice of such changes shall constitute your acceptance of the changes and your agreement to be bound by the terms and conditions of the updated Privacy Policy.

For more information or to report a dispute under this Privacy Policy, contact: the current President and Executive Director of AFMA at their addresses identified on the Website.

Upon request to the addresses of the contacts above, we will take reasonable measures to provide to you access to your personal information stored by us. While customarily there will be no charge, if we charge you a fee to access your personal information to cover our costs. We will advise you of the fee in advance, which will be no more than any maximum fee prescribed by law.