

Vieth Consulting, LLC  
MemberLeap Privacy Statement

Effective **8/30/2022**

**Our Commitment To Privacy**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used.

**The Information We Collect:**

This notice applies to all information collected or submitted on the Vieth Consulting/MMS website. On some pages, individual members can enter member data, make requests, and register to receive materials or participate in events, and more. The types of personal information collected at these pages are:

- Name
- Address
- Email address
- Phone number
- Credit/Debit Card Information
- (etc.)

On some pages, administrative level users can submit information about other people. For example, if you are editing your organization's member data, you will need to submit the member's address. In this circumstance, the types of personal information collected are:

- Name
- Address
- Phone Number
- (etc.)

**The Way We Use Information:**

We do not use any of your information for advertisers. The MemberLeap system is free of advertising.

We may at times use the information you provide about your organization and your members (emails) only to inform individuals of MemberLeap-technical related issues (example: in the case of a programming error that needs to be corrected). We do not share this information with outside parties.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the functioning of the MemberLeap system for your organization's use and benefit.

## **Data Retention**

We will retain your Personal Data depending on the type of data and the purpose for which it is needed. We will retain your Personal Information for the period necessary to fulfill the purposes detailed here in this Privacy Policy, unless a longer retention period is required or permitted by law.

## **Our Commitment To Data Security**

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

## **How You Can Access Or Correct Your Information**

You can access all your personally identifiable information that is collected online and maintain it via the Member's Area. We use this procedure to better safeguard your information. To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

## **How To Contact Us**

Should you have other questions or concerns about these privacy policies, please call us at (517) 622-3090 or send us an email at [info@viethconsulting.com](mailto:info@viethconsulting.com).

## **European Union - General Data Protection Regulation**

VeraSafe has been appointed as Vieth Consulting's representative in the European Union for data protection matters, pursuant to Article 27 of the General Data Protection Regulation of the European Union. VeraSafe can be contacted in addition to Vieth Consulting, only on matters related to the processing of personal data. To make such an inquiry, please contact VeraSafe using this contact form: <https://www.verasafe.com/privacy-services/contact-article-27-representative>

Alternatively, VeraSafe can be contacted at:

VeraSafe Czech Republic s.r.o  
Klimentská 46  
Prague 1, 11002  
Czech Republic

VeraSafe Ireland Ltd  
Unit 3D North Point House  
North Point Business Park  
New Mallow Road  
Cork T23AT2P  
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