

Privacy Policy

Sunset Lakes Owners Association

Privacy Policy

The Sunset Lakes Owners Association (SLOA) is dedicated to protecting the privacy of the personal information it collects. The following policy offers information on how SLOA collects, uses, and protects the personal information provided by its members.

1. PERSONAL INFORMATION

“Personal information” includes any objective or subjective information or data, recorded or not, about an identifiable individual. However, any information that may be located through publicly accessible sources such as telephone numbers or addresses does not consist of personal information.

2. COLLECTION AND USE OF PERSONAL INFORMATION

SLOA collects personal information in order to effectively communicate with members and to ensure that dues are paid. Personal information collected includes, but is not limited to, name, address, phone number, email address, lot information and information pertaining to the payment of dues. This personal information is communicated to SLOA after the closing of the lot and is continually updated.

3. ACCURACY

SLOA will strive to ensure that the information collected is accurate, complete and up-to-date. Members are encouraged to help the SLOA Board in maintaining accuracy by informing them of any changes in their personal information such as a change in email address or telephone number.

4. ACCESS

The SLOA Board will have access to the personal information in order to effectively communicate with members and ensure that dues are paid. Upon request, members may access their personal information for review.

5. DISCLOSURE OF PERSONAL INFORMATION

Personal information can be disclosed to a third party if this disclosure is consistent with the purpose of the collection and use described herein. If the disclosure to a third party is not consistent with the purpose of the collection and use described herein, the member will be contacted in order to request consent for disclosure. If consent is not obtained, the personal information will not be disclosed.

6. CONSENT

Consent for the use of personal information collected by SLOA in order to achieve the purpose

described herein will be obtained at the date of closing for the lot when the first dues are collected.

7. PROTECTION OF PERSONAL INFORMATION

To prevent unauthorized access and inappropriate use, personal information collected by SLOA is stored electronically and in hard copy files which are subject to physical and electronic safeguards, such as storage in restricted areas and restricted computer use.

8. RETENTION AND DESTRUCTION

The personal information collected will be retained for as long as a member is living within the community until the member has moved out of the community or until all matters concerning the member are closed, at which point the personal information will be destroyed.

9. CONCERNS

If members have any questions or concerns pertaining to their personal information collected by SLOA, they may contact one of the SLOA Board Members.