

Community Lutheran Church

Privacy Policy

Effective Date: April 22, 2026

Community Lutheran Church ("we," "our," or "the Church") is committed to protecting the privacy and personal information of our members, visitors, and all who interact with our website and ministries. This Privacy Policy explains how we collect, use, and safeguard your information.

By using our website or providing us with your information, you agree to the practices described in this policy.

1. Information We Collect

Personal Identification Information

We may collect the following personal information when you interact with our website or church programs:

- Full name and contact details (email address, phone number, mailing address)
- Demographic information such as age, gender, and family composition
- Membership status and involvement in church programs or ministries
- Prayer requests, counseling inquiries, or other sensitive pastoral communications

Payment Information

When you make online donations, event registrations, or other financial transactions through our website, we collect:

- Credit or debit card details (processed securely through our payment processor)
- Billing address and transaction history
- Bank account information for recurring giving (if applicable)

We do not store complete payment card numbers on our servers. All payment processing is handled by PCI-compliant third-party processors.

Usage and Analytics Data

When you visit our website, we automatically collect certain technical information, including:

- IP address and browser type
- Pages visited, links clicked, and time spent on the site
- Referring website or search engine
- Device type and operating system

This information is collected using cookies and similar tracking technologies to help us understand how our website is used and to improve your experience.

2. How We Use Your Information

Community Lutheran Church uses the information we collect for the following purposes:

- To communicate with you about church services, events, and ministry opportunities
- To process donations and maintain accurate financial records
- To provide pastoral care, counseling, and spiritual support
- To register you for classes, events, and programs
- To send newsletters, bulletins, and other church communications
- To improve our website and digital services
- To fulfill legal and regulatory obligations

3. Sharing of Your Information

Community Lutheran Church does not sell, rent, trade, or otherwise share your personal information with outside organizations for marketing or commercial purposes.

We may share your information only in the following limited circumstances:

- With trusted service providers who assist us in operating our website and ministry programs (such as payment processors or email platforms), who are bound by confidentiality obligations
- When required by law, court order, or governmental authority
- To protect the rights, safety, or property of our members or the public

Church staff and ministry leaders may have access to member information on a need-to-know basis for pastoral and administrative purposes, and are expected to treat all such information with discretion and respect.

4. Cookies and Tracking Technologies

Our website uses cookies — small text files stored on your device — to enhance your browsing experience and gather analytics data. You may configure your browser to refuse cookies; however, doing so may limit some features of our website.

We use analytics tools (such as Google Analytics) to understand website traffic patterns. These tools may collect anonymized usage data in accordance with their own privacy policies.

5. Data Security

We implement appropriate technical and organizational safeguards to protect your personal information from unauthorized access, disclosure, alteration, or destruction. These include:

- Secure Sockets Layer (SSL) encryption for data transmission
- Restricted access to personal data by authorized personnel only
- Regular review and updating of our security practices

While we strive to protect your information, no method of electronic transmission or storage is 100% secure. We encourage you to exercise caution when sharing sensitive information online.

6. Your Rights and Choices

You have the right to:

- Access the personal information we hold about you
- Request corrections to inaccurate or incomplete information
- Request deletion of your personal data, subject to legal or pastoral obligations
- Opt out of non-essential communications at any time
- Withdraw consent for specific uses of your data

To exercise any of these rights, please contact us using the information provided at the end of this policy.

7. Children's Privacy

We are mindful of the privacy of minors. We do not knowingly collect personal information from children under the age of 13 without verifiable parental consent. Information collected in connection with youth programs is used solely for ministry and safety purposes and is treated with special care.

Parents or guardians who believe their child's information has been collected without consent are encouraged to contact us promptly.

8. Retention of Information

We retain personal information for as long as necessary to fulfill the purposes described in this policy, or as required by law. Membership records and financial records may be retained for extended periods in accordance with church governance and applicable regulations.

9. Changes to This Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices or legal requirements. When we make significant changes, we will notify you through our website or other communication channels. The updated policy will include a revised effective date at the top of this document.

We encourage you to review this policy periodically to stay informed about how we protect your information.

10. Contact Us

If you have any questions, concerns, or requests regarding this Privacy Policy or our data practices, please contact us:

Community Lutheran Church

Email: office@communitylutheranchurch.org

Phone: (Your phone number)

Address: (Your church address)

We are committed to addressing your concerns promptly and transparently, in the spirit of our faith and our care for this community.

This document was prepared for Community Lutheran Church. It is intended as a general privacy policy template and should be reviewed by legal counsel to ensure compliance with applicable laws in your jurisdiction.