

Kawartha Potters Guild
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Harassment Policy

I have been made aware of and am familiar with the KPG harassment policy. I have been directed to the location of the policy on the KPG website or been provided with a paper copy at the KPG location. I will adhere to the stipulations of this policy and strive to uphold them in the KPG community.

Name: (Please print) _____

Signature

Date

Privacy Regulation

In keeping with the privacy regulation that came into effect January 1, 2004, the Kawartha Potters Guild is requesting permission from its Guild members to share your personal information. This information is **only** made available to other Guild members via the private and password protected section of our website to provide avenues of contact and networking between members. The information you provide is used for contacting you via our mailing list (see below) or other Board of Directors' or administrative business. Your information is not sold, distributed or shared to any other person or organization. For further information: **Bill C6 Personal Information Protection and Electronic Document Act** web site: <http://tinyurl.com/jsg9ju2>

Kawartha Potters Guild will not sell, share, or rent this information to others outside of the Guild without permission, and asks members to do like-wise in order to protect the privacy of its' membership.

Mailing Lists – Kawartha Potters Guild maintains e-mailing lists (Constant Contact) for the purpose of keeping our members up-to-date on our programs and to notify them of events and news that may be of interest to them.

Please read carefully, check the box that applies and sign below:

I **GIVE** the Kawartha Potters' Guild permission to share the following contact information on the private section of the website:

- | | |
|--|---|
| <input type="checkbox"/> All of the listed options | <input type="checkbox"/> e-mail address |
| <input type="checkbox"/> first name | <input type="checkbox"/> telephone |
| <input type="checkbox"/> last name | <input type="checkbox"/> address |
- I **DO NOT** give the Kawartha Potters' Guild permission to share my name or any contact information (last name, address, telephone, e-mail address) on the private section of the website.
- I **DO WISH** to receive (by email) the Artisan Centre's newsletter
- I **DO WISH** to be invited to KPG's private Facebook Group (members only) _____
email address for invite

Signature

Date