

# Privacy Policy

Your privacy is important to us. We provide this notice to explain our online information practices and the choices you can make about the way your information is collected and used. This notice applies to all information collected or submitted on the Photography by Duane website.

The only personal information we collect is name, street and email address, and telephone number. Your credit card information will also be collected if that form of payment is used to make your purchase but, that data is only used to process your transaction is not stored in our database.

When a session is booked, we will send a questionnaire to help us better understand you and your family. We use the personal information collected from you to facilitate taking your photographs, communicating with you regarding your photographs and other related products and services, and processing any transaction you may do with Photography by Duane. Such personal information as we collect is not used for any other purpose and is not shared.

We never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above.

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

Protecting the privacy of the very young is particularly important to Photography by Duane. For that reason, we never collect or maintain information at our website from those we actually know are under the age of 13, and no part of our website is structured to attract anyone under 13 to provide information to us.

You can correct factual errors in your personally identifiable information by sending us a request detailing the error(s). To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections. In the unlikely event any of the

personal information you supply us online is misused, you may redress these issues by contacting us directly at [photographerduane@gmail.com](mailto:photographerduane@gmail.com).

Should you have questions or concerns about this Privacy Policy, please call us at (720) 237-6034 or send us an email at [photographerduane@gmail.com](mailto:photographerduane@gmail.com).