

## **Rune Communication Coaching Privacy Policy**

Last updated June 6, 2024

### **What information does Rune collect?**

Rune Communication Coaching collects information from you when you complete the Interest Form on the website or the New Client Intake Form sent to you by email.

You may be asked to enter your: name, e-mail address, mailing address, phone number, and information about your personal and professional background. You may, however, visit our site anonymously. The Interest Form only requires your name, phone number and email address.

### **What is your information used for?**

Any of the information collected from you may be used in one of the following ways:

To personalize your experience - Your information helps Rune to better respond to the individual needs of prospective and active clients.

To customize marketing – Your responses help me know how to reach the right people who want to use Rune’s services. Your information, whether public or private, *will not* be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent.

To send periodic emails – The email address you provide for order processing may be used to send you information and updates pertaining to the products you have paid for, in addition to receiving occasional company news, updates, related product or service information, etc. These messages will be extremely infrequent and will only come from Rune, no other organization.

Note: If at any time you would like to unsubscribe from receiving future emails, you may request this by responding to the email directly.

### **How do we protect your information?**

User information is collected only when you submit the Microsoft Form on this website. I will not share this information with anyone else without your permission.

### **Children’s Online Privacy Protection Act Compliance**

Rune is in compliance with the requirements of COPPA (Childrens Online Privacy Protection Act), we do not collect any information from anyone under 13 years of age. Our website, products and services are all directed to adults.

## **Online Privacy Policy Only**

This online privacy policy applies only to information collected through our website and not to information collected offline.

## **Your Consent**

By using this site, you consent to its online privacy policy.

## **Changes to our Privacy Policy**

If I decide to change our privacy policy, I will post those changes on this page, and/or update the Privacy Policy modification date below.

This policy was last modified on June 6, 2024

## **Contacting Us**

If there are any questions regarding this privacy policy you may contact me using the information below.

Wendy Kohn

Wendy@runecommunication.com