



1. **About Us**

This website (www.businessventureclinic.ca) (“**our website**”) is operated by the Business Venture Clinic at the University of Calgary Faculty of Law. We are located in Murray Fraser Hall at the University of Calgary, T2N 1N4. References in this Privacy Notice to our website includes www.businessventureclinic.ca and all associated web pages.

In this Privacy Notice, “**we**”, “**us**” or “**our**” means the Business Venture Clinic at the University of Calgary Faculty of Law, a legal service provided by law students at the University of Calgary. References to Us in these terms also includes The University of Calgary and the University of Calgary Faculty of Law, “**you**” or “**your**” means the person accessing or using our website or its content and includes any persons, natural, incorporated or otherwise, that any person accessing or using the our website purports to represent.

2. **Effective Date and Scope**

This Privacy Notice is effective as of June 19, 2024.

This Privacy Notice governs our practices with respect to personal information we collect through our website.

No changes to this Privacy Notice are valid or have any effect unless agreed by us in writing. We reserve the right to vary the terms of this Privacy Notice from time to time. Our new terms will be displayed on the Site and by continuing to use and access the Site following such changes, you agree to be bound by any variation made by us. It is your responsibility to check these terms and conditions from time to time to verify such variations.

3. **What Personal Information Do We Collect?**

Personal information is information that identifies you or could be combined by us with other information to identify you. This information might include your personal e-mail address, your home address, your home telephone number, your personal cellphone number, your image, and may include your age, your income and other similar information when associated with you. Personal information may also be information containing details as to how you have used our website, if we can associate that personal information with you. If you are a business customer or prospective business customer, personal information does not include your title, business address and business telephone number when we use that information to contact you in your business capacity.

We collect personal information from you when you use our web form to make a request or ask a question or submit personal information to us via email or social media.

4. **How Do We Use Your Personal Information?**

We use your information to manage our services and operations. We may use your personal information to contact you, to respond to your inquiries, and to otherwise correspond with you in accordance with applicable laws.

We may contact you to request a testimonial or otherwise publicize our relationship, whether on our website, social media or other media, however we will not publicize any such relationship without your express permission.

5. **Personalized Experience and Web Analytics**

We may also automatically collect information when you visit our website in order to personalize your experience. For example, we collect information about what site referred you to our website, your browser type, operating system type and version, language, and your Internet Protocol (“IP”) address. We may also collect information about how you browse through our website, including logging the pages you visit and the amount of time you spend on certain pages. We may use this information for a technical purposes to ensure that our pages load correctly in your browser, as well as to personalize your web experience to you. We may also use this information to improve our website and to make it more user friendly.

6. **Regarding Children and Minors**

Our website and the services offered on our website are not directed to persons under the age of 18 years. We will not knowingly collect personal information about a person under the age of 18.

7. **Do We Disclose Your Personal Information to Others?**

We may share information with our service providers. We use third-party software, including apps offered by Google, to manage information, which may include your personal information. The relevant third party’s terms of use, privacy policy, permissions, notices and choices may be different from ours. We do not use any apps or services that we believe will unreasonably compromise the security of your personal information.

We may also share your personal information on an as-needed basis with independent lawyers who act as mentors to our law students.

8. **Law Enforcement Requests**

We will disclose personal information without your knowledge or consent if we receive an order, subpoena, warrant or other legal requirement issued by a court, tribunal, regulator or other person with jurisdiction to compel disclosure of your personal information.

9. **Storage Outside of Canada**

Your personal information may be used or stored by us or our service outside of Canada. If your personal information is used or stored outside of Canada, it will also be subject to the laws of the country in which it is used or stored.

10. How Do We Protect Your Personal Information?

We take administrative, technical and physical measures to safeguard your personal information against unauthorized access, unauthorized disclosure, theft and misuse. This includes limiting access to your information to authorized staff and volunteers only.

Although we take precautions against possible breaches of our security systems, no institution can fully eliminate the risks of unauthorized access to your personal information and no website is completely secure. We cannot guarantee that unauthorized access, hacking, data loss or breaches of our security systems will never occur. Accordingly, you should not transmit personal information to us using our website if you consider that information to be sensitive.

11. Links to Third-Party Websites and Social Network Plug-Ins

You may be able to access third-party websites through links available on our website. You may also connect to social networks such as Facebook, Instagram, LinkedIn and Twitter. These links are provided for your convenience. We do not have any control over those third-party websites and we do not provide any guarantee that the privacy practices of the hosts of those websites meet our standards. Your use of such third-party websites is at your own risk and will be governed by the privacy policies of those websites and not by this Privacy Notice. Do not transmit personal information using those websites without reading the privacy policies governing those websites.

You may create links between our website and social networking sites. If you do so, we may be able to publish updates about our services to your social network account through the links that you establish. You may terminate those links at any time by modifying your social network account.

If you are logged into a social networking site when visiting our page, your visit to our website may be personalized based on your social networking profile.

You may change the way social networking sites and our sites interact by modifying your privacy settings in your social networking account. You can also log-out of your social networking account before visiting our website. For more information, please refer to your social networking site's privacy policy, which governs your use of these social plug-in features.