



## Privacy Policy for Business Texting

Last updated: 01/21/2025

Communities Foundation of Oklahoma (hereto referred to as “CFO”, “we,” “us,” or “our”) respects your privacy and is committed to protecting the personal information you share with us. This privacy policy explains how we collect, use, and disclose personal information through our business texting services, in compliance with the Telephone Consumer Protection Act (TCPA) and other applicable laws.

**Phone numbers collected for the purpose of SMS text messaging are not shared.**

By opting in to receive text messages from us, you agree to this privacy policy.

### 1. INFORMATION WE COLLECT

Information collected directly from you-

When you opt in to receive business text messages from CFO, we may collect the following information:

- **Phone number:** Your mobile number is used to send and receive text messages.
- **Message content:** Any information or content that you provide through text messages.
- **Usage data:** Information such as the frequency of messages, delivery status, and engagement with our messages.

We do not collect any sensitive personal information through our texting services.

### 2. HOW WE USE YOUR INFORMATION

We use the information collected from our texting services for the following purposes:

- **To communicate:** To send you business-related updates, promotions, and other information as part of our services.
- **To manage our services:** To monitor and improve our text messaging platform and ensure compliance with legal obligations.
- **To personalize your experience:** To tailor our communications based on your interactions with us.

### 3. HOW WE SHARE YOUR INFORMATION

We **do not** sell, rent, or lease your personal information to third parties. However, we may share your information with:

- **Service providers:** We may share your information with third-party vendors or service providers who assist us in delivering text messages and other related services.

- **Legal compliance:** We may disclose your information to comply with applicable laws, regulations, or legal processes, or in response to valid requests by public authorities.

#### 4. OPTING IN AND OUT

- **Opt-In:** You may opt-in to receive business text messages by providing your consent through our online forms, text message, or other methods we offer.
- **Opt-Out:** You may opt-out at any time by replying "STOP" to our text messages. Once we receive your opt-out request, we will remove your number from our texting service immediately. You may also contact us directly at [rhunter@cfok.org](mailto:rhunter@cfok.org) or 405.488.1450 to request removal.

#### 5. DATA RETENTION

We will retain your personal information for as long as necessary to fulfill the purposes described in this policy or as required by law. After this period, we will delete or anonymize your information.

#### 6. SECURITY

We take reasonable measures to protect your personal information from unauthorized access, use, or disclosure. However, no method of transmission over the Internet or electronic storage is completely secure. We cannot guarantee the absolute security of your data.

#### 7. YOUR RIGHTS

You have the following rights regarding your personal information:

- **Access:** You may request access to the information we hold about you.
- **Correction:** You can request corrections to any inaccurate or incomplete information.
- **Deletion:** You can request the deletion of your information, subject to legal requirements.
- **Opt-Out:** You can opt-out of receiving further text messages at any time by following the instructions in the "Opting In and Out" section.

#### 8. CHANGES TO THIS POLICY

We may update this Privacy Policy from time to time. Any changes will be posted on this page, and the "Last Updated" date will be revised accordingly. Please review this page periodically for updates.

#### 9. CONTACT US

If you have any questions or concerns about this Privacy Policy, please get in touch with us at:

Communities Foundation of Oklahoma  
Rachael Hunter, Director of Communications: [rhunter@cfok.org](mailto:rhunter@cfok.org)  
405.488.1450  
PO Box 21210  
Oklahoma City, OK 73156



## Business SMS Texting Terms & Conditions

Last updated: 01/21/2025

Communities Foundation of Oklahoma (hereto referred to as “CFO”, “we,” “us,” or “our”) operates a business SMS texting program (the “Program”) subject to these SMS Text Terms & Conditions (these “Text Messaging Terms”). The Program and our collection and use of your personal information are also subject to our Privacy Policy (pgs 1-2). By enrolling, signing up, or otherwise agreeing to participate in the Program, you accept and agree to these Text Messaging Terms and our Privacy Policy.

**Phone numbers collected for the purpose of SMS text messaging are not shared.**

By opting in to receive text messages from us, you agree to these terms and conditions.

### 1. PROGRAM DESCRIPTION

We may send marketing and transactional SMS text messages in various formats through the Program. Marketing messages promote our scholarship grant opportunities and may include: notifications that the scholarship cycle has opened and accepting applications, or will be closing soon. Transactional messages relate to an existing or ongoing relationship with a client or student, and may include: reminders to file student semester updates, submit transcripts prior to the deadline, or follow-ups to previously submitted applications.

Text messages may be sent using an automated technology such as RingCentral. Message frequency will vary, but will not exceed two (2) messages per day. You agree that we, our affiliates (the Scholarship Life Manager, RingCentral), and any third-party service providers may send you messages regarding the foregoing topics or any topic and that such messages and/or calls may be made or placed using different telephone numbers or short codes, except in connection with marketing purposes not listed here.

We do not charge for SMS text messages sent through the Program, but you are responsible for any message and data rates imposed by your mobile service provider, as standard data and message rates may apply for short message service and multimedia message alerts.

### 2. USER OPT-IN

By providing your mobile phone number to us, you are voluntarily opting in to the Program and you agree to receive recurring mobile messages from us at the mobile phone number associated with your opt-in, even if such number is registered on any state or federal “Do Not Call” list. You agree that any mobile phone number you provide to us is a valid mobile phone number of which you are the owner or authorized user. If you change your mobile phone number or are no longer the owner or authorized user of the mobile phone number, you agree to promptly notify us at [insert email or other contact method]. Your participation in the Program is completely voluntary.

### 3. USER OPT-OUT & SUPPORT

You may opt-out of the Program at any time. If you wish to opt-out of the Program and stop receiving mobile messages from us, or you no longer agree to these Text Messaging Terms, reply **STOP** to the mobile number the message is sent from. You will receive a one-time opt-out confirmation message. You may also contact our offices at 405-488-1450 and speak to the Director of Scholarships or Director of Communications to be removed from text communications. You understand and agree that the foregoing is the only reasonable method of opting out. If you want to join the Program again, text the phone number or reply to the message with **START**, and we will start sending messages to you again. For support, reply **HELP** to any mobile message from us. You can also reach out to our offices at any time for technical assistance.

Our mobile messaging platform may not recognize requests that modify the foregoing commands, and you agree that we and our service providers will not be liable for failing to honor requests that do not comply with the requirements in these Text Messaging Terms. We may also change the telephone number or short code we use to operate the Program and we will notify you of any such change. You acknowledge that any requests sent to a telephone number or short code that has been changed may not be received by us and we will not be responsible for failing to honor a request sent to a telephone number or short code that has been changed.

### 4. DISCLAIMER OF WARRANTY & LIABILITY

The Program is offered on an “as-is” basis and may not be available in all areas, at all times, or on all mobile providers. You agree that neither we nor our service providers will be liable for any failed, delayed, or misdirected delivery of any mobile message or information sent through the Program. If you experience issues receiving or replying to any texts received from the Program, please contact our offices.

### 5. CHANGES OR MODIFICATIONS TO TERMS & CONDITIONS

We may modify or cancel the Program or any of its features at any time, with or without notice. To the extent permitted by applicable law, we may also modify these Text Messaging Terms at any time. Any such modification will take effect when it is posted to our website. You agree to review these Text Messaging Terms periodically to ensure that you are aware of any modifications. Your continued participation in the Program will constitute your acceptance of those modifications.

We may update these Terms & Conditions from time to time. Any changes will be posted on this page, and the "Last Updated" date will be revised accordingly. Please review this page periodically for updates.

### 6. CONTACT US

If you have any questions or concerns about this Privacy Policy, please get in touch with us at:

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Rachael Hunter, Director of Communications: [rhunter@cfok.org](mailto:rhunter@cfok.org)  
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