

CENTERED Privacy Policy

Last Updated: December 2025

Centered Dance Ed, LLC ("Centered," "we," "our," or "us") is committed to protecting your privacy. This Privacy Policy explains what information we collect, how we use it, and the choices you have when interacting with our website, renter portal, and studio-rental services.

1. Information We Collect

We collect information in the following ways:

A. Information You Provide Directly

- **Contact information:** name, email address, phone number.
- **Account information:** if you create an account in our renter portal (studio rental history, payment details, scheduling information).
- **Payment information:** processed securely through third-party payment processors (we do not store full credit card numbers).
- **Communication:** inquiries, messages, or forms you submit.
- **Rental details:** booking preferences, space usage, affiliated organization, or project information.

B. Information Collected Automatically

When you visit our website or renter portal, we may automatically collect:

- IP address and device information
- Browser type and settings
- Pages viewed, time on site, and referring sites
- Cookies or similar technologies (for site functionality and analytics)

C. Information from Third Parties

If you register for rentals or classes through third-party platforms (e.g., booking apps, payment systems), we may receive limited information necessary to complete your booking.

2. How We Use Your Information

We use collected information to:

- Process rental requests and manage bookings
- Communicate with you about your rental or account
- Provide customer support
- Improve our website, scheduling, and user experience
- Maintain facility security and enforce our policies
- Send occasional updates related to Centered (you may opt out at any time)
- Meet legal, financial, or regulatory requirements

We do **not** sell your personal information.

3. How We Share Your Information

We may share your information only with:

- **Service providers** who support our operations (payment processors, scheduling platforms, email systems, website hosting)
- **Performing Arts Workshop, Inc.** only when necessary to administer nonprofit-affiliated programs held at Centered
- **Legal authorities** if required for safety, security, or compliance with the law

All service providers are required to keep your information secure.

4. Cookies & Tracking Technologies

Centered may use cookies to:

- Keep your account logged in
- Remember your booking preferences
- Analyze website performance and traffic

You can disable cookies in your browser settings, but some features may not function fully.

5. Data Storage & Security

We take reasonable administrative, physical, and technical measures to protect your information. However, no online system is 100% secure, and we cannot guarantee absolute protection.

6. Your Choices & Rights

You may:

- Update or correct your account information
- Opt out of non-essential email communications
- Request that we delete your personal information (subject to legal or contractual obligations)
- Request a copy of the information we have about you

To submit any request, please contact us at:

info@centeredjc.com / Subject: PRIVACY

7. Children's Privacy

Centered's website and rental portal are not intended for children.

We do not knowingly collect personal information from children without parental consent.

8. Links to Other Sites

Our website or rental portal may contain links to third-party websites.

We are not responsible for their privacy practices or content.

9. Changes to this Privacy Policy

We may update this policy periodically.

When we do, we will revise the "Last Updated" date at the top.

10. Contact Us

For questions about this Privacy Policy or our data practices, contact us:

info@centeredjc.com / Subject: PRIVACY