PRIVACY POLICY

The Windham Eagle Newspaper

Time4Publishing dba The Windham Eagle Newspaper | Last Updated: August 18, 2026

Time4Publishing dba The Windham Eagle Newspaper ("The Windham Eagle," "we," "us," or "our") respects the privacy of readers, advertisers, community members, and visitors to www.TheWindhamEagle.com (the "Website"). This Privacy Policy explains the information we may collect, how we use and share it, and the choices available to you.

> **Scope.** This policy applies to the Website, information submitted to The Windham Eagle, and the advertiser account and bill-payment access described below. It does not replace the separate privacy terms of third-party platforms or linked websites.

Information We Collect

We collect limited information in three principal ways:

- Information you provide. This may include your name, company or business name, telephone number, email address, and the content of an inquiry or other communication.
- Advertiser account and billing information. Advertisers may provide account, invoice, contact, and payment-related information through the Media Intranets/Launchpad system used to access and pay advertising bills.
- Website and analytics information. Blogger, Google Analytics, and related technologies may automatically collect information such as Internet Protocol address, browser or device type, referring pages, pages viewed, dates and times of visits, general interaction information, and cookie or similar identifiers.

How We Use Information

- Respond to questions, requests, and business inquiries.
- Communicate about advertising, invoices, payments, or other requested services.
- Operate, maintain, secure, troubleshoot, and improve the Website and related services.
- Understand Website traffic, usage, and performance.
- Maintain business records and comply with applicable legal obligations.
- Protect the rights, safety, property, and security of The Windham Eagle, our users, and others.

We do not maintain an email newsletter and do not use information submitted to us to send promotions or special offers.

Advertiser Accounts and Online Bill Payment

The only Website-related sign-in or account functionality is for advertisers. Advertisers may sign in through the Media Intranets/Launchpad content-management and billing system to access their accounts and pay advertising bills. The Website does not sell newspaper subscriptions, merchandise, or other products online.

Account and payment-related information entered in that system is handled through the applicable third-party platform and any payment service provider used by that platform. The Windham Eagle may receive information needed for billing and business records, such as advertiser details, invoice information, payment status, and transaction references. The handling and storage of full payment-card details are governed by the third-party platform and payment provider. Advertisers should review any privacy or payment notices presented within the payment interface.

Cookies, Blogger, and Google Analytics

The Website is operated using Blogger and uses Google Analytics. These services may use cookies and similar technologies to provide Website functionality, maintain security, measure audience engagement, and report Website usage statistics. A cookie is a small text file stored by a browser or device.

You can manage or disable cookies through your browser or device settings. Some Website features may not function as intended if certain cookies are disabled. Google also provides privacy controls and information about how it uses cookies through its own services.

Service Providers and Disclosure of Information

We may disclose information only as reasonably necessary in the following circumstances:

- To service providers that support Website hosting, analytics, account access, billing, payment processing, security, administration, or other business operations, including Google/Blogger, Google Analytics, Media Intranets, and Launchpad.
- With your consent or at your direction.
- To comply with law, regulation, legal process, or a valid governmental request.
- To detect or prevent fraud, security incidents, or misuse, or to protect rights, property, health, or safety.
- In connection with a merger, acquisition, reorganization, financing, sale, or transfer involving all or part of the business or its assets.

We may also use or disclose aggregated or de-identified information that does not reasonably identify an individual.

> **No sale for marketing.** The Windham Eagle does not sell personal information and does not share personal information with third parties for their independent marketing or promotional purposes.

SMS, Mobile Information, and Marketing

The Windham Eagle does not currently operate an SMS or text-message program, does not offer SMS opt-in, and does not send recurring marketing texts. Providing a telephone number does not constitute consent to receive recurring SMS marketing messages. We do not sell, rent, or share mobile phone numbers or SMS consent information with third parties or affiliates for their marketing or promotional purposes.

Data Retention

We retain personal information only for as long as reasonably necessary for the purposes described in this policy, including responding to inquiries, administering advertiser accounts and billing, maintaining business and legal records, resolving disputes, and enforcing agreements. Third-party providers may retain information under their own policies and legal obligations.

Data Security

We use reasonable administrative and technical measures intended to protect information in our possession. No method of Internet transmission or electronic storage is completely secure, however, and we cannot guarantee absolute security. Third-party platforms are responsible for the security measures they apply to information processed through their services.

Your Choices and Requests

You may contact us to request access to, correction of, or deletion of personal information you provided directly to us, subject to applicable law and legitimate business recordkeeping needs. You may also manage cookies through your browser or device settings. Requests concerning information controlled by a third-party service may need to be directed to that provider.

Children's Privacy

The Website is intended for a general audience and is not directed to children under 13. We do not knowingly collect personal information online from children under 13. If we learn that such information was collected without appropriate authorization, we will take reasonable steps to delete it.

Links to Other Websites

The Website may link to websites or services operated by third parties. We are not responsible for their content, security, or privacy practices. We encourage you to review the privacy notices of any third-party service you use.

Changes to This Privacy Policy

We may update this Privacy Policy periodically to reflect changes in our Website, services, technology, or practices. The revised policy will be posted with an updated "Last Updated" date.

Contact Us

Questions about this policy or our information practices may be directed to:

The Windham Eagle Newspaper
Time4Publishing dba The Windham Eagle Newspaper
585 Roosevelt Trail
Windham, ME 04062

Phone: 207-894-3500
Email: Kelly@TheWindhamEagle.com
Website: www.TheWindhamEagle.com