



Database Privacy & Communications Policy

Our Commitment

The Tennessee-Western Kentucky Conference of The United Methodist Church (TWKUMC) is committed to safeguarding the privacy of clergy, laity, and all individuals who share their personal information with us. We respect the trust you place in us and will use your information only for ministry-related purposes.

Information We Collect and Use

- Personal information (such as names, phone numbers, email addresses, and mailing addresses) may be collected through conference registration forms, district or conference communications, and local church records.
- This information is used only to support the mission and ministry of the TWK Conference

How We Share Information

- Only authorized conference personnel have access to personal contact information in the database. This information is not released to individuals or outside organizations.
- Contact information will never be sold.
- Conference [covenant entities](#) may request church contact information by reaching out to the Director of Communications at communications@twkumc.org.
- Requests for broad communication with those on our lists via e-newsletter, social media, email distribution, printed materials, and website will be evaluated by the Communications Department.
- Compensation information for both Clergy and Conference staff is not provided on an individual basis but can be shared as de-identified composite information (e.g. providing P/SPRC with average salary for similar sized churches in surrounding counties). Requests for compensation information should be directed to Administrative Services at administrativeservices@twkumc.org.

Digital Communications

- The Conference manages official newsletter email lists; recipients may unsubscribe at any time.
- Our website and e-newsletters may use standard tools (such as analytics or cookies) to improve communications, but we do not use these tools to identify or track individuals for commercial purposes.
- Photos or stories shared on social media or in publications will be used with sensitivity and respect. Whenever possible, permission will be sought before publishing identifiable images of individuals, especially children and youth.

Questions or Concerns

If you have questions about this policy or wish to request assistance with communications, please contact: **Communications Department** at communications@twkumc.org.