

Email Bulletin Information, Terms and Conditions **(<https://www.activelink.ie/node/75006>)**

Activelink sends out two weekly digests of the content that's currently available on our web site. Both are aimed at the community and voluntary sector:

- **Activelink Jobs and Volunteering**, which also includes requests for tenders, and is mailed once weekly, on Saturday.
- **Community Exchange**, which contains information about training, events, funding, fundraisers, and charitable offers or requests, and is mailed once weekly, on Sunday.

Note that though the volunteering section of this web site is listed under Community Exchange, its digest is sent out in the Activelink Jobs and Volunteering mailing list.

General Information

Subscription to our mailings is free and we offer free support to our subscribers by email and telephone during Irish business hours. We began running the Community Exchange list in 1999, and introduced the Activelink Jobs & Volunteering list in 2006. We send out one mailing on each list per week, except for the New Year's holiday.

We use a system known as "double opt-in" to ensure that no-one can subscribe another person's email address to our mailings without their permission. When you subscribe to each of our mailing lists you will be sent a confirmation email (for each list), and your subscription will not become active until you have clicked on the confirmation link(s) in the email(s). If you do not confirm your email address within 10 days then you may have to start over.

Each list email that we send includes an unique 'unsubscribe' link at its foot. Note that if you forward a mail with this link to another person, who then clicks on it, you will become unsubscribed!

If there is a delivery problem to your mailbox, such as "unknown recipient", our mailing will bounce back to us, causing you to become unsubscribed from it. Bounced accounts are held in a state whereby you cannot resubscribe for 3-4 days, after which your account for the relevant mailing is deleted. You may then resubscribe and will have to re-verify your email address.

If you ever accidentally mark one of our list emails as spam in a web-mail service, such as Gmail, you will automatically become unsubscribed from that list and may become permanently unable to resubscribe to it. Please email or call us to have this resolved, if it should happen.

Privacy

We never give out the email addresses of our mailing list subscribers, or use them for any other purpose.

We do not store your email address in our web site's database, it is relayed on to our mailing software.

We operate block-lists whereby we can block email addresses from being subscribed to individual mailing lists, or to all of our mailing lists, including any that we may introduce in the future. Please contact us and we will add any email addresses that you control onto these lists by request.

Terms and Conditions

The 'Activelink Jobs and Volunteering' and the 'Community Exchange' bulletins are copyright, (c) Activelink, and we hereby grant you their free use for personal and non-commercial purposes. We do not permit their use for profit or gain without our written and signed permission to do so. We also expressly forbid you from using them to misrepresent yourself or any other party, or to utilise them for any illegal or abusive purposes.

While we do our utmost to ensure the accuracy of the information contained within our mailings, we offer no guarantees whatsoever, and you use the information that they contain entirely at your own risk.

You signify your acceptance of these terms by subscribing to any of our mailing lists.

Support

These mailing lists are operated by Activelink, 2-4 Merville Road, Stillorgan, Dublin A94 E3F8, Ireland. You can email us on info@activelink.ie (<mailto:info@activelink.ie>) or telephone us on +353-1-6677326 during business hours, so please contact us if you have any problems, queries, or requests related to our mailings, and we will do our utmost to assist you.

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