



## **Restavek Freedom Foundation Donor Privacy Policy**

Restavek Freedom Foundation is committed to respecting the privacy of our donors. This policy is designed to ensure our donors' personal information will not be shared with any third party.

**Personal Information:** "Personal Information" is information that identifies our donors personally, such as name, address, telephone number, and email address. Personally identifiable information provided will be collected and stored.

**Information Collected:** Examples of donor information collected and maintained:

- Contact information: name, organization/church, complete address, phone number, email address;
- Payment information: credit card number and expiration date, and billing information;
- Information concerning how you heard about Restavek Freedom Foundation;
- Information you wish to share: questions, comments, suggestions; and
- Your request to receive periodic updates: e.g., to individuals who request it, we will send periodic mailings related to specific fund-raising appeals, prayer concerns, and newsletters.

**How Information is Used:** Restavek Freedom Foundation uses information to understand the needs of our donors and provide them with better service. Specifically, we use donor information to help complete a transaction, communicate, and update Restavek Freedom Foundation happenings. Credit card numbers are used only for donation or payment processing and are not retained for other purposes. Restavek Freedom Foundation will use the comments offered to provide information requested, and each recommendation will be reviewed to improve communication.

**No Sharing of Personal Information:** Restavek Freedom Foundation will not sell, rent, or lease personal information to other organizations, or send mailings on behalf of other organizations. We assure you that the identity of all our donors will be kept confidential. Use of donor information will be limited to the internal purposes of Restavek Freedom Foundation and only to further the activities and purposes of Restavek Freedom Foundation. We will only share personal information if given specific permission to do so. We will use information to comply with the law or in the good faith belief that such action is necessary to conform to the requirements of law or comply with legal process served on us, protect and defend our rights or act in urgent circumstances to protect the personal safety of others. We will use the personal information to protect against potential fraud. We may verify with third parties the information collected in the course of processing a gift, event registration or other donation. If you use a credit or debit card on the website, we may use card authorization and fraud screening services to verify card information and address matches information supplied to us and that the card being used has not been reported lost or stolen.

**Removing Your Name From Our Mailing List:** It is our desire to not send unwanted mail to our donors. Please contact us if you wish to be removed from our mailing list.

**Contacting Us:** If you have comments or questions about our donor privacy policy, please send us an email at [info@RestavekFreedom.org](mailto:info@RestavekFreedom.org) or call us at 513.475.3710.

**Changes to the Privacy Policy:** We reserve the right to change this Privacy Policy from time to time. When we do, we will note the last update at the bottom of the Privacy Policy.

Last Amended: October 2015