

## **Donor Privacy Policy**

The American Youth Foundation is committed to respecting the privacy of our donors. We have developed this privacy policy to ensure our donors that donor information will not be shared with any third party.

*Awareness*. The American Youth Foundation provides this Donor Privacy Policy to make you aware and to inform you of the way your information is used. We also provide you with the opportunity to remove your name from our mailing list, if you desire to do so.

Information Collected. Here are the types of donor information that we collect and maintain:

- contact information: name, mailing address, phone number, email address
- payment information: credit card and billing information (through a secure merchant account authorize.net)
- shipping information: name of individual/organization, mailing address, contact
- information you wish to share: questions, comments, suggestions, etc.
- your request to receive information about Miniwanca or Merrowvista programs or fundraising and news materials such as the Founder Fire, Annual Appeal, and other related items

*How Information is Used.* The American Youth Foundation uses your information to find better ways to connect you to the mission or provide opportunities to become more involved. Specifically, we use your information to help you complete a transaction, communicate back to you, and update you on AYF news and events. Credit card numbers are used only for donation or payment processing and are not retained for other purposes. We use the comments you offer to provide you with information requested, and we take seriously each recommendation as to how we might improve communication.

*No Sharing of Personal Information.* The American Youth Foundation will not sell, rent, or lease your personal information to 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 the AYF and only to further the activities and purposes of our mission.

*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.