

## **Donor Privacy Policy**

The Boys & Girls Club of Cabarrus County 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 Boys & Girls Club of Cabarrus County provides this Donor Privacy Policy to make you aware of our privacy policy, 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, or contribute anonymously, if you desire to do so.

### **Information Collected**

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

- Contact information: name, business, complete address, phone number, e-mail address
- Information related to gifts made to the Boys & Girls Club of Cabarrus County, both financial and in-kind, including those made from direct solicitations, unsolicited, and to purchase event tickets, etc.
- Information concerning how you heard about the Boys & Girls Club of Cabarrus County
- Information concerning your time spent volunteering for the Club: capacity, length of term, etc.

### **How Information is Used**

The Boys & Girls Club of Cabarrus County uses your information to understand your needs and provide you with better service. Specifically, we use your information to help you complete a transaction, communicate back to you, and update you on Club happenings.

### **No Sharing of Personal Information**

The Boys & Girls Club of Cabarrus County 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 Boys & Girls Club of Cabarrus County and only to further the activities and purposes of the Boys & Girls Club of Cabarrus County.

### **Removing Your Name From Our Mailing List/Annual Report 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. The Boys & Girls Club of Cabarrus County does print an Annual Report listing names only of donors by giving level. Please contact us if you wish to make your contributions anonymously and not be listed by name in this report.

### **Contacting Us**

If you have comments or questions about our Donor Privacy Policy, please send us an e-mail at [mblackwelder2@bgclubcab.org](mailto:mblackwelder2@bgclubcab.org) or call us at 704.721.CLUB (2582) extension 107.