

TUBMAN Donor Privacy Policy

Tubman Donor Privacy Policy

Tubman is committed to respecting the privacy of our donors. Except as described in this Privacy Policy or at the time we request the information, we do not otherwise disclose your personal information to any third parties. Further, Tubman will not sell or trade your personally identifiable information to any third parties. This privacy policy applies to collection of information, including information collected on our website (Tubman.org) or on information we receive from gift processing websites such as GiveMN.org. By submitting your information to us or any of our staff, you consent to the terms and conditions of the policy and to our processing personal information for the purposes of conducting agency business as stated below.

Personal Information

“Personal information” is information that identifies you personally, such as your name, address, telephone number, and email address. We collect and store the personally identifiable information that you have provided us. Here are some examples of ways in which we may collect your information:

- When you request information via one of the email addresses identified on our website or otherwise contact us in person, by phone or email, with a question. We may then collect your name, address, and email in order to respond to that inquiry.
- We collect your name, email address and other contact information when you register for an event.
- We collect your name, email address, telephone number and payment information when you make a contribution, either on a secured giving website linked to Tubman.org, over the phone or by mailing in a check.
- The above list provides a sample of personal information that may be collected by Tubman. From time to time, we may collect personal information from you in ways not described above.

Use and Disclosure of Personal Information

We will not share your personal information unless you give us specific permission to do so, except as described under the Exceptions below.

- We will not sell or trade your personal information, collected on the website or through any other business activities with anyone else.
- We will not send you mailings on behalf of other organizations.
- We will collect payment information, billing address and other information necessary to process a donation or event registration. Payment information will be kept in a secure location.
- 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 that your card information and address matches the information that you supplied to us and that the card being used has not been reported lost or stolen.

- You have the right to review information that we have collected about you. To review that information, please contact us in writing at the address below.

Exceptions

Exceptions shall be those required by 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.

Tubman is required to list contributions of a certain amount in IRS Form 990, though names do not appear in the public disclosure of IRS Form 990 that is available upon request. Information about certain types of gifts and donors may also be requested in grant applications.

Tubman does acknowledge donors by name and gift category in its annual report, available to the public online and/or in print. You may choose to remain anonymous at the time of your gift, and may change your preferences regarding future gifts at any time.

Certain gifts may also be acknowledged in agency newsletters, brochures, press releases, event marketing materials, on the organization's website or other means of expressing appreciation for the donor's support. A donor wishing to view samples of these publications may do so by contacting Tubman at the address below. A donor's photograph will not be used at any time or in any publication without the donor's written consent. In the case of a minor, written permission will be obtained from the parent or guardian.

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 this Privacy Policy. For changes to this policy that may be materially less restrictive on our use or disclosure of your personally identifiable information, we will obtain your consent before implementing the change by sending a notice to your primary email address and home address specified in our records and by placing a prominent notice on our website.

Contact us:

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give@tubman.org