



# Donor Privacy Policy

## Our Commitment to our Donors

United Way of Mid Coast Maine respects the privacy of our donors and values the trust our donors and other stakeholders place in us. We adhere to the highest standards in gathering, using, and safeguarding donor information. We do not share, sell, or trade our donors' information with other organizations. We release a donor's information to other agencies only if they are receiving funds specifically designated by that donor—unless the donor has requested anonymity. We provide information to our Board and campaign volunteers and staff on a confidential, need-to-know basis.

## What Information We Collect and How it is Used

The information you or your employer provides to us via checks, paper pledge form, online pledge form, or through our website is retained in a secure database where it is used to verify transactions, print receipts, thank supporters for their contributions, keep supporters informed, and solicit future donations. We do not keep credit card information in this database. The personal information typically includes your name, address, e-mail address, telephone number, pledge amount and type of payment. Your e-mail address for example may be used to send you information related to your giving or volunteer activities. You will always have the option to unsubscribe to future emails. We honor all requests to be removed from our list for future mailings. We recognize our leadership level and longtime donors in our *Keel Club Brochure* unless the donor requests otherwise. We respect the wishes of donors who prefer to remain anonymous.

Last approved by UWMCM Board of Directors: March 21, 2018