

ASSISTANCE LEAGUE OF NORTH COAST DONOR PRIVACY POLICY

Protection of Personal Information

Assistance League of North Coast (ALNC) does not copy, reproduce, publish, post, distribute, share or sell, the name, personal contact information or description of donation or donor to any outside individual or business. Exceptions shall be those required by law, requested in grant applications or in connection with bank credit or debit card transactions that may be made without prior knowledge or consent of the donor.

Donor Acknowledgements

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Opt-Out Option

Both new and continuing donors may inform the Assistance League of North Coast if they do not want their names acknowledged in any of the printed material mentioned above and ALNC will honor and follow these requests. All donations shall be treated individually so that multiple donations from a single donor shall receive the same consideration as if each were the first donation received.

If a donor chooses to opt out of any acknowledgement listings in printed material, the donor's name and address will be made available only to members and/or staff of Assistance League of North Coast who are responsible for managing its activities.

Publication of Donor Privacy Policy

A copy of Assistance League of North Coast's Donor Privacy Policy is available on ALNC's website.

Protection of Donation Records

All records of donations to Assistance League of North Coast shall be maintained according to the applicable standards of record retention in effect at the time of the donation. All records will be maintained in a secure location of the chapter.

Thrift Shop

Assistance League of North Coast operates a thrift shop. The names of donors contributing to the Thrift Shop are never made public without the donor's written permission.

Donor's Photograph

A donor's photograph will not be used at any time or in any chapter publication without the donor's written consent. In the case of a minor, written permission will be obtained from the parent/guardian.

Chapter Members

The personal information of a chapter member, as provided by the member for such use, is available by member login on the ALNC website and in ALNC member materials such as our membership directory and otherwise will not be shared to the non-member public without the

written consent of the individual. This policy will be available to all chapter members through the ALNC website or through other accessible means such as a printout.

Privacy Statement Updates ALNC.org will occasionally update this donor privacy statement. When we do, we will also revise the date at the top or bottom of the donor privacy policy. For material changes to this statement, ALNC.org will notify you by placing prominent notice on the Web site.

Contact Information

If you need further assistance or have any questions, please contact Assistance League of North Coast by using the contact information on our website. Current contact information is also listed below.

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