



## Donor Privacy

While donor information is treated with the utmost confidentiality by most nonprofit organizations, there is no Federal law that mandates donor privacy.

Is it acceptable for a nonprofit organization to be given a list of donors, identified either within dollar ranges or with actual contribution amounts? This practice is not prohibited or considered unethical *if* this information is used within a limited context on a “need to know” basis for a specific function. However, circulating this information outside the organization would be considered unethical.

It is wise and prudent for a nonprofit organization to maintain a donor privacy policy to help assure its donors of their privacy in contributing to the organization. The following is how we handle donor information in our organization:

- **How the donor information is used** – Common uses are to process contributions, communicate with donors, and update them about ministry events or programs through periodic and annual publications produced by our organization.
- **Who the donor information is shared with** – It is our policy that we do not share your private information with any other organization. Your information is only used internally for our exclusive use in communications with our donors.
- **Removal from mailing list** – You as a donor can contact us by phone, in writing or by an email to us and be removed from our mailing list or any form of contact we use in communicating with you the donor.



## Donor Privacy Policy

God's Pit Crew Inc. 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.** God's Pit Crew Inc. 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, if you desire to do so.

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

- contact information: name, organization/church, complete address, phone number, email address;
- shipping information: name, organization/church, complete address;
- information concerning how you heard about God's Pit Crew Inc.
- information you wish to share: questions, comments, suggestions; and
- your request to receive periodic updates: e.g., to individuals who request it, we will send periodic mailings related to specific fund-raising appeals, latest projects, and newsletters.

**How Information is used.** God's Pit Crew Inc. 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 ministry happenings. Credit card numbers are used only for donation or payment processing and are not retained in any form. 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.** God's Pit Crew Inc. 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 God's Pit Crew Inc. and only to further the ministry activities and purposes of God's Pit Crew Inc.

**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.

**Contacting Us.** If you have comments or questions about our donor privacy policy, please send us an email at [contact@godspitcrew.org](mailto:contact@godspitcrew.org) or call us at (434) 836-4472.