

# Privacy Policy

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## I. Our Pledge To you

At the **Wabash Valley Community Foundation, Inc.**, one of our top priorities is making sure that the information we have about you is protected and secure. We value our relationship with you and work hard to preserve your privacy and insure that your preferences are honored. At the same time, the very nature of our relationship may result in us collecting or sharing certain types of information about you. We want you to understand our privacy practices and procedures, as well as to help answer questions you may have. Therefore, we explain how we use your information in this privacy policy statement. Your trust in our ability to protect your information is of the utmost importance to us. Please read this notice carefully.

## II. Public Information On Our Website

We recognize that providing the Wabash Valley Community Foundation, Inc., with your personal information is an act of trust. When you visit Wabash Valley Community Foundation, Inc., online, you remain anonymous, as we do not require registration to view our website or access information.

We may occasionally ask for your feedback via surveys or other communications to better understand your interests and needs. We may also request information through online forms used to register for a Community Foundation event. The Community Foundation does not share or make public any personal information gathered through our website.

## III. Other Information We Collect

Collecting personal information from you is essential to our ability to offer you a flexible and convenient method of giving. The **Wabash Valley Community Foundation, Inc.**'s, primary methods of collecting your nonpublic personal information ("Personal Information") about you or your family is through your Fund Agreement and/or Gift Annuity contracts.

#### **IV. How We Share Information**

We share information with companies outside our Foundation that perform services on our behalf. The **Wabash Valley Community Foundation, Inc.**, primarily shares your verifying information. We share information to process transactions, respond to your inquires, or provide information about the services that we offer.

We **do not** share information about you to companies outside our Foundation for them to contact you for their own marketing purposes. The types of companies that we share information include financial service providers such as banks and securities brokers-dealers.

The law permits us to share information about our current and former contributors with government agencies or authorized third parties under certain circumstances. For example, we may be required to share such information in response to subpoenas or to comply with certain laws.

#### **V. How We Protect Information**

We strive to protect your data and safeguard it from those not authorized to see it. We restrict access to your Personal Information to those employees who need to know that information to provide services to you. We maintain physical, computer, electronic, file storage and procedural safeguards to guard your Personal Information. **If** you use the Community Foundation's online giving system, you provide personal information to authenticate your identity. That information is only used on this site and is not distributed or sold to any other party or site. Our secure system provides security and privacy when you initiate online transactions.

#### **VI. Third Party Sites**

Throughout our website, the Community Foundation offers links to third party sites. Since we do not control those websites, we encourage you to review their privacy policies as well.

#### **VII. Communications**

If at any time you wish to stop receiving electronic newsletters or other communications from Wabash Valley Community Foundation, Inc., or to be removed

from our email list, you may unsubscribe. Wabash Valley Community Foundation, Inc., will not give your email address to other organizations.

### **VIII. Changes To Our Policy**

We will supply you with a copy of our Privacy Policy annually. The **Wabash Valley Community Foundation, Inc.**, occasionally reviews its privacy policy and reserves the right to amend it. If we make material changes to this policy, we will provide you with a revised Privacy Policy that describes our new policy before it comes effective.

Board Approved: April 2, 2002

Board Approved: July 28, 2010

Board Approved: September 30, 2015