

# Privacy Policy

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## I. Our Pledge To you

At the **Wabash Valley Community Foundation, Inc.** (“Community Foundation”), 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.

The Community Foundation has created this privacy statement in order to demonstrate its firm commitment to the privacy of donors and website users. The following paragraphs describe the Community Foundation’s information gathering and dissemination practices. The privacy statement may change at any time; any changes will be posted on this page. Should you have additional questions, comments or concerns please contact:

Beth Tevlin  
Executive Director  
Wabash Valley Community Foundation Inc.  
200 South 8th Street  
Terre Haute, IN 47807  
812-232-2234

The following topics describe how the Community Foundation, Inc., uses information voluntarily submitted by its donors and other visitors to this site, [www.wvcf.com](http://www.wvcf.com). This Privacy Policy is applicable to all employees, volunteers, and members of the Board of Directors.

## **II. Public Information On Our Website**

We recognize that providing the Community Foundation with your personal information is an act of trust. When you visit the Community Foundation 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 **Community Foundation'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 Community Foundation that perform services on our behalf. The **Community Foundation** 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 Community 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 the Community Foundation or to be removed from our email list, you may unsubscribe. The Community Foundation 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 **Community Foundation** 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.

## **VIX. Email Privacy**

Your e-mail address will only be used by the Community Foundation. The Community Foundation does not share, sell or rent e-mail addresses to anyone outside the organization. If you do not wish to receive e-mail correspondence, please email your request to [info@wvcf.com](mailto:info@wvcf.com) or call the Community Foundation directly at 812-232-2234.

## **X. Security**

The Community Foundation's website has security measures in place to protect the loss, misuse and alteration of the information under the Community Foundation's control.

This Privacy Policy was approved by the Board of Directors of the  Community Foundation on:

July 27, 2016

Date



Board Secretary