

## **Donor Privacy Statement**

Mary's Center respects your trust and privacy. As such, we maintain the following policies to assure our donors trust. Mary's Center also abides by the Association of Fundraising Professionals' Donor Bill of Rights.

## Use and Disclosure of Personal Information

- We will not sell, share, or trade your names and personal information with any other entity.
- We will not send you mailings on behalf of other organizations
- We will collect payment information, billing addresses and other information only as necessary to process a donation or event registration. Payment information is encrypted during processing and is never kept on file.
- Viewing of your information, including giving history, is strictly limited to Mary's Center staff on a need-to-know basis.
- As part of donor recognition efforts, Mary's Center may publicize donor names through its Annual Report, website, and promotion materials (as appropriate). Gift amounts will never be shared. Donors have the option of remaining anonymous when making a donation.

## **Opting out of Mailings and Solicitations**

Mary's Center may contact you through direct mail, email, and telephone. You may request to have your name removed from our mailing list and/or specific method of contact.

To correct any of your information on file, or to request to have your name removed from mailings and solicitations, please contact Sara Hourwitz <a href="mailto:shourwitz@maryscenter.org">shourwitz@maryscenter.org</a> or call (202) 847-4221.