

## Adaptive Sports Center Donor Privacy Policy

The Adaptive Sports Center respects the privacy of our constituents. We believe in safeguarding personal information and ensuring that constituent's privacy is protected. Your name, address and any other personal data you provide will be used only by the Adaptive Sports Center to keep you informed of our activities including our programs, special events, and fundraising campaigns. If at any time you choose not to receive these communications, you may contact us and we will gladly remove your name from our mailing list.

The Adaptive Sports Center publishes a list of the names of donors in our annual report which is available on our website. We respect all donor requests to remain anonymous.

## **Electronic Personal Records**

Donor information is maintained in a secured database, and only authorized personnel have access to this information and only for appropriate business purposes.

## **Mailing Lists**

The Adaptive Sports Center does not rent, sell, give away, or trade its constituent lists or any information contained on those lists. Donor information is used by the Adaptive Sports Center for charitable purposes only as described above and will not be used by any entity outside of the organization.

## **Authorized Release of Information**

The Adaptive Sports Center may be legally required to disclose information on occasion. The Adaptive Sports Center complies with all applicable legal requirements and standards.