



Donor Privacy Policy

Childspring International, Inc. maintains the highest level of respect for the privacy of our donors. The following is our donor privacy policy, which guides our directors, volunteers and staff on how they may and may not use your personal information while honoring your rights as a contributor.

We use your information only for its intended business purpose. The personal information Childspring International collects and uses from our donors includes: name, address, telephone number, e-mail address and donor comments when a donor voluntarily provides it to us. In an effort to avoid duplication of information or duplicate mailings, we make every effort to list family information together on one record. In addition, Childspring International keeps a record of each donor's giving history. This information is kept on file for IRS purposes and is also used in our development process to analyze overall giving patterns in order to make accurate budget projections.

We keep your personal information as accurate, complete, and up to date as is required to fulfill the purpose(s) for which you provided us with your personal information. Upon request we will remove your personal information from our databases, except where legislation or regulation requires our retention of it (for example, charitable giving history tied to income tax receipts.)

Childspring International does not sell, trade, rent or share any information about our donors, including: names, addresses, telephone numbers, or e-mail addresses. Childspring International will use contact information (e-mail, telephone number and address) of donors for these purposes only:

- Distribute receipts for donations
- Thank donors for their donation
- Inform donors about news, upcoming fundraising events and other activities of Childspring International
- Internal analysis and record keeping
- Reporting to relevant U.S. and State agencies (these reports are not for public inspection)
- Contact donors about changes to this policy

As a rule, Childspring International publicly recognizes a donor by publishing a donor's name unless the donor explicitly chooses the "anonymous" field when making a donation by mail or online. Anonymous donor information may be used for promotional and fundraising activities.

Financial information

All access to donor financial information is strictly limited to professional staff that needs to process those data. No such data are given to any person, organization or group who does not need to access those data. Childspring International uses a payment processing service through which we process all electronic payments received. We do not store or have access to your credit card information, bank account numbers or other account data sent to us through our electronic processing services. We maintain appropriate internal control procedures to assure all other

forms of donations are securely processed. Checks, money orders and similar methods of payment sent to our office are handled by professional and trusted staff. Handling of these drafts is always performed in the presence of at least two members of staff. However, we cannot guarantee the security of these drafts while they are in the postal system.

Contact us.

If you have questions about this Donor Privacy Policy or if you wish to be removed from our email/postal contact lists, then please email darryl@childspringintl.org or write to:

Alison Fussell
Executive Director
Childspring International, Inc.
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