



## 3R Rescue Donor Privacy Policy

**3R Rescue** is committed to protecting our donors' privacy. We value our donors trust and we recognize that maintaining this trust requires us to be transparent and accountable to our supporters and the public at all times. This policy will help ensure that all personal information is properly collected, used only for the purposes for which it is collected and is irretrievably disposed of in a secure and timely manner when it is no longer needed.

3R Rescue does not copy, reproduce, publish, post, distribute, share or sell, the name, personal contact information or description of a donation amount or donor to any outside individual or business. Exceptions shall be those required by law, requested in grant applications or in connection with bank credit or debit card transactions that may be made without prior knowledge or consent of the donor.

**Awareness:** The Donor Privacy Policy was created to ensure privacy for our donors and to inform them on how their information is used. All donors have the opportunity to remove their name from 3R Rescue's mailing list at any desired time.

**Information collected:** Below are examples of the types of donor information 3R Rescue collects and maintains.

- Contact information: Name, organization, complete address, phone number and email address
- Shipping information: name, organization and complete address
- Information donors wish to share: questions, comments and suggestions

**How information is used:** 3R Rescue uses donor information to understand our donor needs and to provide our constituents with better service. Specifically, we use donor information to help our donors complete transactions, communicate and update our donors on our organizational happenings. Credit card numbers are used only for donation or payment processing and are not retained after the transition. We use the comments you offer to provide you with information requested and we take each recommendation seriously as to how we can improve our communication with donors.

**No sharing of personal information:** 3R Rescue will not sell, rent, post, publish or distribute donor information with other organizations. 3R will not publish donor names without your permission. Individuals will not be solicited without their consent.

**Security:** 3R Rescue uses generally accepted, industry standard security systems, software and encryption technology to protect our donors' information against unauthorized access to 3R computers, equipment and other components of 3R Rescue's online presence.

**Promotional and marketing mail and email:** We may send donors postal mail and emails with special event information, sales notifications or other messages only if our donors choose to receive such material. If donors wish to no longer receive such materials from 3R Rescue, please follow the "Unsubscribe" instructions at the end of each email.



To stop postal mail, email [info@3rrescue.org](mailto:info@3rrescue.org), call 707-529-4643 or write to us at the address below and your address will be removed from our database. Please allow a reasonable period of time in order to satisfy your request as some promotions may already be in progress.

**Contact 3R Rescue:** For questions or comments regarding 3R Rescue's donor privacy policy, please email [info@3rrescue.org](mailto:info@3rrescue.org) or 707-529-4643.

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