



**Rural KIPDA
Community
Early
Childhood
Council**
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FISCAL AGENT

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Department**

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DONOR PRIVACY POLICY

Rural KIPDA Community Early Childhood Council is committed to respecting the privacy of our donors. We have developed this privacy policy to ensure our donors that donor information will not be shared with any third party.

Awareness: Rural KIPDA Community Early Childhood Council provides this Donor Privacy Policy to make you aware of our privacy policy, and to inform you of the way your information is used. We also provide you with the opportunity to remove your name from our mailing list, if you desire to do so.

Information Collected: Here are the types of donor information that we collect and maintain:

- contact information: name, organization/church, complete address, phone number, email address;
- payment information: credit card number and expiration date, and billing information;
- shipping information: name, organization/church, complete address;
- information concerning how you heard about Rural KIPDA Community Early Childhood Council;
- information you wish to share: questions, comments, suggestions; and
- your request to receive periodic updates; e.g., to individuals who request it, we will send periodic mailings related to specific fund-raising appeals and newsletters.

How Information is Used: Rural KIPDA Community Early Childhood Council uses your information to understand your needs and provide you with better service. Specifically, we use your information to help you complete a transaction, communicate back to you, and update you on our activities. We use the comments you offer to provide you with information requested, and we take seriously each recommendation as to how we might improve communication.

No Sharing of Personal Information. Rural KIPDA Community Early Childhood Council will not sell, rent, or lease your personal information to other organizations. We assure you that the identity of all our donors will be kept confidential. Use of donor information will be limited to the internal purposes of Rural KIPDA Community Early Childhood Council and only to further the activities and purposes of Rural KIPDA Community Early Childhood Council.

Removing Your Name From Our Mailing List. It is our desire to not send unwanted mail to our donors. Please contact us if you wish to be removed from our mailing list.

Contacting Us. If you have comments or questions about our donor privacy policy, please send us an email at ruralKIPDACECC@hotmail.com or call us at 240-718-4991