# **Pisgah Legal Services Privacy Notice and Donor Bill of Rights**

This privacy notice discloses the privacy practices for www.pisgahlegal.org. This privacy notice applies solely to information collected by this website.

# Information Collection, Use, and Sharing

Pisgah Legal Services (PLS) is the sole owner of the information collected on this site. PLS only has access to information that you voluntarily give us via email or other direct contact from you. We will not sell or rent this information to anyone. We will use your information to respond to you, regarding the reason you contacted us. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request. Unless you ask us not to, we may contact you via US Mail or email in the future.

#### Your Access to and Control Over Information

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us at 828-210-3444.

- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

#### Security

We take precautions to protect your information. When you submit contact information via the website, your information is protected both online and offline. Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way. You can verify this by looking for a closed lock icon at the bottom of your web browser, or looking for "https" at the beginning of the address of the web page. While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example, donations) are granted access to personally identifiable information are kept in a secure environment.

## **Changes to this Policy**

We may make changes to this privacy notice from time to time. You may check back on this page at any time to see our current policy.

If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone at 828-210-3444.

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To ensure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the non-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

- I. To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.
- II. To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities
- III. To have access to the organization's most recent financial statements.
- IV. To be assured their gifts will be used for the purposes for which they were given.
- V. To receive appropriate acknowledgement and recognition.
- VI. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.
- VII. To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
- VIII. To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.
- IX. To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.
- X. To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

### **DEVELOPED BY:**

Association of Fundraising Professionals (AFP)
Association for Healthcare Philanthropy (AHP)
Council for Advancement and Support
of Education (CASE)

Giving Institute: Leading Consultants

to Non-Profits

ORIGINALLY ENDORSED BY:

**Independent Sector** 

National Catholic Development Conference

(NCDC)

National Committee on Planned Giving (NCPG)
Council for Resource Development (CRD)
United Way of America

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