

VOLUNTEER SERVICES COUNCIL

Denton State Supported Living Center

P.O. Box 368 Denton TX 76202-0368
 (940) 591-3630 (940) 591-3629 
www.DentonStateSupportedLivingCenter.org

Donor Privacy Policy

We regard acts of giving as a private matter between a donor and the charitable organization to which they give, and that is the basis of our Privacy Policy.

How We Collect Donations

We collect money to enrich the lives of residents of Denton State Supported Living Center in three ways: our Christmas card campaign, our Christmas is for Caring radio fund drive, and random donations.

Christmas Card Campaign

For donations received in response to our annual Christmas card campaign, we collect and maintain the following information:

- Your name, address, and phone number
- The date and amount of your donation

If you give by credit card, we use that information only to process the transaction. Credit card information is never stored, and hard-copy documents containing that information are shredded.

Christmas is for Caring

In our annual radio fund-raising drive, we solicit donations that require us to collect:

- Your name, address, and phone number
- The amount of your donation
- Your credit card information

The people at the phone bank that take your information are either members of the Volunteer Services Council board, members of the Family Association, DSSLC staff, or other volunteers that donate their time to DSSLC. None are professional fundraisers, none are compensated, and none are strangers.

We retain everything about your donation except the credit card information, which is shredded after processing the transaction.

Random Donations

If you make a donation via mail or in person, we collect only the information required to process the donation, but will ask you for other information, including your address and phone number. We will retain everything except credit card information.

BOARD OF DIRECTORS

Stephen Gersuk, Chair
Dennis Jaglinski, Vice Chair
Tom Elliott, Treasurer
Stephanie Kithas, Secretary

Bill Olsen
Bill Patterson
Carl Parker

Dan O'Connor
Jeff Landsberg
Rick O'Connor

Stephen Dubner
Ulis Whitecotton

Use of Your Private Information

We will use the information you provide only as follows:

- To completion the transaction of your donation (i.e., to process your donation by credit card)
- To list your name on our website and in our Annual Report as a donor, unless you tell us not to (i.e., OPT OUT)

We will not sell, lease, or share your private information, in any way, with any other organization, except as may be required by a court of law, and then only to the extent required by law.

Storage of Your Information

We store your information on a single computer that is not accessible to unauthorized personnel. We do periodic backups that are maintained in secure storage. We never store credit card information.

Change Our Authorization to Use Your Information

If you wish to change the extent to which we can use your private information, including complete removal of your information from our donor database, please contact us via telephone at (940) 591-3630, and we will promptly do so.

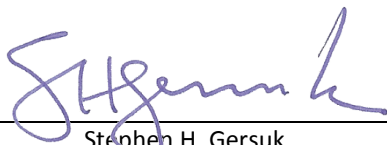
To repeat the information stated above:

- We retain the right to use your name on our website and in our Annual Report as a donor, unless you OPT OUT
- For any other use of your information (and there is currently no other use), you must OPT IN.

Changes to This Policy

This privacy policy may change over time. Despite any such changes, our use of your private information will never exceed what you have most recently allowed us to do. For us to make any further use of your information, you will need to OPT IN.

Adopted by the DSSLC Volunteer Services Council:



Stephen H. Gersuk
Chair, DSSLC Board

29 Oct 2013

Date
