

# VOLUNTEER SERVICES COUNCIL

## For Denton State Supported Living Center

P.O. Box 368                      Denton TX 76202-0368  
 (940) 591-3630                      (940) 591-3629   
[www.DentonStateSupportedLivingCenter.org](http://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.

#### 1. How We Collect Donations

We collect money to enrich the lives of the residents of Denton State Supported Living Center in three ways: the Christmas Card Campaign, the Christmas Is For Caring Campaign, and general donations.

##### *A. 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 destroyed once the transaction is processed.

##### *B. Christmas Is For Caring Campaign*

We collect:

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

We retain all information about your donation except for your credit card information, which is destroyed once the transaction is processed.

All individuals having access to your donation information are members of VSC, the Family Association, the DSSLC staff, or other vetted volunteers. None are professional fundraisers, none are compensated, and none are strangers to VSC.

##### *C. General Donations*

We collect and retain the same information as stated in Paragraphs 1.A. and 1.B. above.

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#### 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

## **2. Use of Your Private Information**

We will use the information you provide only as follows:

- To complete your donation transaction, as described above.
- To list your name on our website and in our Annual Report as a donor, unless you tell us not to ( OPT OUT)
- We will maintain your name, contact information, and the amount and type of your donation in our database. Please take notice that as a 501(c) (3) entity, VSC is required by law to disclose this information on reasonable request.

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

## **3. Storage of Your Information**

Your name and contact information is stored on a private and secure database owned by VSC. We never store your credit card information.

## **4. Questions and Opting Out**

If you have questions about this Policy, or if you wish to opt out of being listed on our website or in our Annual Report, please call (940) 591-3630.

## **5. Changes to This Policy**

This Privacy Policy may change from time to 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 Volunteer Services Council for Denton State Supported Living Center.*



Stephen H. Gersuk  
Chair, DSSLC Board

May 23, 2014

Date

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