

TEAM ADDO  
Donor Privacy Policy

TEAM ADDO is committed to protecting the privacy of our donors. Protocols are in place to safeguard donor information, including technological measures, such as the use of passwords for database access and encryption for online giving. TEAM ADDO may collect personal data about donors to include:

- Name
- Address
- Phone number
- Email address
- Credit card information when provided voluntarily to TEAM ADDO

We may collect personal data about donors for a number of reasons:

- to administer and maintain accounts relating to donations
- to facilitate fundraising
- to communicate with donors and prospective donors concerning the organization and our programs and services
- to comply with legal and regulatory requirements

TEAM ADDO keeps a record of each donor's giving history. This information is kept on file for IRS purposes and is also used by TEAM ADDO to analyze overall giving patterns in order to make more accurate budget projections.

Where appropriate, and with the knowledge and consent of the donor TEAM ADDO may publicly recognize the receipt and purpose of an individual gift. However, unless desired by the donor, TEAM ADDO will not disclose the amount of such gifts, except where required by law.

Data on donors and donation amounts may be aggregated and void of identifying information for reporting purposes without the explicit consent of the donors. TEAM ADDO may compile an Annual Report every year and list donors in giving categories. Donors may contact TEAM ADDO and request their name removed from publications, such as an Annual Report.

TEAM ADDO does not sell or trade donor's personal information, nor does TEAM ADDO send donor mailings on behalf of other organizations. Individual records are kept only as long as necessary to fulfill the purpose for which they were collected and to comply with applicable laws.

For inquiries, please contact:  
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