



DONOR PRIVACY POLICY

The Bonnie J. Addario Lung Cancer Foundation (ALCF) maintains the highest level of respect for the privacy of its donors. For the purposes of this policy the definition of donors includes: donors, sponsors, vendors, outside contractors, event participants, and program participants. Our privacy policy guides our volunteers and staff on how they may and may not use your personal information while honoring your rights as a donor.

ALCF securely collects and uses personal information from donors that includes: name, address, telephone number, e-mail address and donor comments when this data is voluntarily provided to us. In addition, ALCF keeps a secure record of each donor's giving history. This information is kept on file for IRS purposes and is also used in our development process to analyze overall giving patterns in order to make accurate budget projections.

ALCF does not sell, trade, rent or share names, addresses, telephone numbers, or e-mail addresses of our donors. ALCF will use contact information (e-mail, telephone number and address) of donors for these purposes only:

- Distribute receipts for transactions and donations
- Thank donors for transactions and donations
- Solicit donations and participation in events
- Inform donors about news, upcoming fundraising events and other activities of ALCF
- Internal analysis and record keeping
- Reporting to relevant U.S. and State agencies (these reports are not for public inspection)
- Contact donors about changes to this policy

Security

ALCF uses technological and organizational security measures to protect your data from accidental or intentional manipulations, loss, destruction or unauthorized access. Our security measures are continuously upgraded in keeping with technological progress.

Contact

If you have questions about this Donor Privacy Policy, wish to exercise your right to view your donor profile or if you wish to be removed from our e-mail/postal contact lists, please email or write to:

David LeDuc
Executive Director
650-598-2857x209
DLeDuc@lungcancerfoundation.org