CREATE Foundation **DONOR PRIVACY POLICY**

CREATE knows that privacy is important to our donors, and we make protecting it a top priority. We do not sell, rent, loan, or otherwise share any contact information about them. We strive for a balance between publicly recognizing charitable contributions and maintaining donor confidentiality.

When visiting our website, CREATE receives standard tracking data, including IP address, pages visited, the length of time spent on our site, and any files downloaded. However, no personal information is collected during the tracking process.

CREATE does not sell, rent, loan, or otherwise share any personally identifying information or information of any kind about our site visitors.

CREATE does not disclose credit card account information provided by its donors. CREATE does not keep any credit card information on its donors. (1) When donors choose to donate <u>online</u> by credit card, the information is submitted directly to a secure credit card processor. CREATE does not see the credit card information. (2) When donors choose to make a credit card donation by giving the information directly to CREATE, the information is shredded as soon as it is submitted through a secure credit card processor.

CREATE takes reasonable steps to protect information from loss, misuse and unauthorized access, disclosure, alteration and destruction. We have put in place appropriate physical, electronic and managerial procedures to safeguard and secure the information from loss, misuse, unauthorized access or disclosure, alteration or destruction. We cannot guarantee the security of information on, or transmitted via, the Internet.

CREATE Foundation provides links to external web sites from our web site. Unless we expressly state otherwise, CREATE makes no representations whatsoever concerning the content or privacy policies of those sites and recommends that viewers check the privacy policies of other sites to be aware of how your information is being used.

Adopted by the CREATE Board of Directors on <u>March 9, 2011</u>

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