Donor Privacy Policy

We Support the Donor Bill of Rights

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the not-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

1. To be informed of the organization’s mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.
2. To be informed of the identity of those serving on the organization’s governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.
3. To have access to the organization’s most recent financial statements.
4. To be assured their gifts will be used for the purposes for which they were given.
5. To receive appropriate acknowledgment and recognition.
6. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.
7. To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
8. To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.
9. To have the opportunity for their names to be deleted from...
mailing lists that an organization may intend to share.

10. To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

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The text of this statement in its entirety was developed by the Association of Fundraising Professionals (AFP), Association for Healthcare Philanthropy (AHP), Council for Advancement and Support of Education (CASE), and the Giving Institute: Leading Consultants to Non-Profits. Amigos de los Rios maintains the highest level of respect for the privacy of its donors. The following is our donor privacy policy, which guides our staff on how they may and may not use your personal information while honoring your rights as a donor.

Amigos de los Rios collects and uses personal information from donors that includes: name, address, telephone number, e-mail address and donor comments when a donor voluntarily provides it to us. In addition, Amigos de los Rios keeps a 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.

Amigos de los Rios does not sell, trade, rent or share names, addresses, telephone numbers, or e-mail addresses of our donors. Amigos de los Rios will use contact information of donors for these purposes only:

- Distribute receipts for donations
- Thank donors for their donation
- Inform donors about news, upcoming fundraising events and other activities of Amigos de los Rios
• 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

As a rule, Amigos de los Rios publicly recognizes a donor by publishing a donor’s name unless the donor explicitly asks to be anonymous when making a donation by mail or online. If a donor chooses to opt out of any acknowledgement listings in printed material, the donor’s name and address will be made available only to staff of Amigos de los Rios who are responsible for managing the business of the corporation.

All records of donations to Amigos de los Rios shall be maintained by the corporation according to the applicable standards of record retention in effect at the time of the donation. If you have questions about this Donor Privacy Policy or if you wish to be removed from our contact lists, then please email info@amigosdelosrios.org or write to:

Amigos de los Rios

908 East Altadena Drive

Altadena, CA 91001

(626) 791-1611

info@amigosdelosrios.org