

## Donor Privacy Policy

Jewish Family Service of Colorado (JFS or the Agency) is committed to respecting the privacy of our donors. We have developed this privacy policy to ensure our donors understand how we use donor information.

### Awareness:

JFS provides this Donor Privacy Policy to make you aware of our policy, and to inform you of the way your information is collected and used. We also provide you with the opportunity to remove your name from our mailing list and opt-out of information release if you desire to do so.

### Information Collected

Here are some types of donor information that we collect and maintain:

- Contact information: name, organization, complete address, phone number, and email address.
- Payment information: credit card number and expiration date, and billing information.
- Shipping information: name, organization, and complete address.
- Information concerning how you heard about Jewish Family Service.
- Information you wish to share, such as questions, comments, and/or suggestions.
- Your request to receive periodic updates, for example, if requested, we will send periodic mailings, including newsletters, fundraising appeals, and invitations to our events.

### How Information is Used

JFS uses your information to understand your needs and those of the community to provide you with optimal service. Specifically, we use your information to help you complete a transaction, communicate with you, and provide information on JFS activities. We may occasionally use your information to examine and support philanthropy in our community. Credit card numbers are used only for donation or payment processing purposes and are not retained for other purposes. We use the comments you offer to provide you with the information requested, and we take seriously each recommendation as to how we might improve communication.

### Sharing of Personal Information

The organization does not share, sell, or exchange a donor's information for third-party fundraising or marketing purposes. JFS will only release donor information to accredited organizations for studies on trends and effective philanthropy within the Jewish and Colorado Community. If a donor does not wish to participate in such studies, they must opt-out by contacting [donations@jewishfamilyservice.org](mailto:donations@jewishfamilyservice.org). The identity of donors is also shared for recognition purposes. All donor information will be kept confidential if requested. Use of donor information will be limited to further the organization's activities and mission. Released information will be erased once the intended purpose is fulfilled.

### Opting-out

It is our desire not to send unwanted mail or release personal information. Please contact us at [donations@jewishfamilyservice.org](mailto:donations@jewishfamilyservice.org) if you wish to be removed from our mailing list, email distribution list or to opt-out of any release of information.

### Contacting Us

If you have comments or questions about our donor privacy policy, please send us an email at [jfs@jewishfamilyservice.org](mailto:jfs@jewishfamilyservice.org).

### Changes to This Privacy Policy

This Privacy Policy is effective as of the date stated at the beginning of this document and may be amended from time to time. Your continued use of our website will be deemed as your agreement to the changed terms.