

# ORANGE COUNTY COMMUNITY FOUNDATION, INC.

## Privacy Policy

This privacy policy sets out how Orange County Community Foundation, Inc. uses and protects any information that you give Orange County Community Foundation, Inc.

OCCF is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using our services, then you can be assured that it will only be used in accordance with this policy statement.

### **What we collect**

We may collect the following information:

- Name
- Contact information, including email address
- Demographic information, such as zip code
- Other information relevant to customer service

### **What we do with the information we gather**

We require this information to understand your needs and provide you with better service, and in particular for the following reasons:

- Internal record keeping
- To improve our products and services
- To send promotional emails
- To contact you for market research purposes
- To customize our services according to your interests
- We will NEVER sell your information or share it with other organizations or individuals

### **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure we have put into place suitable physical, electronic and managerial procedures to safeguard and secure your information. We do not use "cookies" or other tracking devices via our website.

### **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links to leave our website, you should note that we do not have control over those sites. Therefore we cannot be responsible for the protection and privacy of any information you provide while visiting those sites and such sites are not governed by this document. You should exercise caution and look at the privacy statement applicable to each website visited.

### **Controlling your personal information**

We do not sell, distribute or lease your personal information to third parties.

You may request details of information which we hold about you. If you believe any of that information is incorrect, you may contact us for corrections.

**Approved the 23<sup>rd</sup> day of June, 2011 by the Orange County Community Foundation Board of Directors.**