Assistance League of Conejo Valley

Donor Privacy Policy

Our Commitment to Our Donors

The privacy of our donors is very important to us. Assistance League of Conejo Valley does not copy, reproduce, publish, post, distribute, share or sell, the name, personal contact information or description of donation of donor with any other entity, nor send mailings to our donors on behalf of other organizations. Exceptions shall be those required by law, requested in grant applications or in connection with bank credit or debit card transactions that may be made without prior knowledge or consent of the donor. This policy applies to all information received by Charity Navigator, both online and offline, on any Platform (“Platform”, includes the Charity Navigator website and mobile applications), as well as any electronic, written, or oral communications.

To the extent any donations are processed through a third-party service provider, our donors’ information will only be used for purposes necessary to process the donation.

Assistance League of Conejo Valley may acknowledge donors by name and/or description of donation, in certain printed and published material such as chapter newsletters, brochures, press releases, event invitations or programs, stationery, solicitation letters, the organization’s website or other means of expressing appreciation for the donors’ assistance. A donor may refuse release of this information in accordance with the procedures listed below. A donor wishing to view samples of these publications may do so by contacting the chapter at the address below.

Assistance League of Conejo Valley will provide both new and continuing donors an opportunity of informing the chapter not to release their names or donation on any of the printed and published material mentioned above. All donations shall be treated individually so that multiple donations from a single donor shall receive the same consideration as if each were the first donation received. 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 members and/or staff of Assistance League of Conejo Valley who are responsible for managing the business of the corporation.

A printed copy of Assistance League of Conejo Valley’s Donor Privacy Policy will be mailed to a donor upon request and is also available on the chapter’s website, www.alconejovalley.org. All records of donations to Assistance League Conejo Valley shall be maintained by the chapter according to the applicable standards of record retention in effect at the time of the donation. All records will be maintained in a secure location of the chapter.

Assistance League of Conejo Valley operates a Thrift Shop. The names of donors contributing to the store are never made public without the donor’s written permission.
A donor, attending an event sponsored by Assistance League of Conejo Valley, may have a photograph taken by the chapter, however, the likeness of the individual will not be used at any time, or in any chapter publication, without the donor’s written consent. In the case of a minor, written permission will be obtained from the parent/guardian.

Chapter Members- The personal information of a chapter member will not be shared without the written consent of the individual. Exceptions shall be those set forth in the National Assistance League® Donor Privacy Policy, a copy of which is on file with the chapter. Donations received by a chapter member will be afforded the same considerations as stated in this policy. A chapter member will receive a copy of this policy annually.

Assistance League of Conejo Valley
P. O. Box 4732, Thousand Oaks, CA 91359

805-379-5686 phone
email: ALConejovalley@gmail.com
www.alconejovalley.org

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