

Idaho Community Foundation * Boise, ID USA
Privacy Policy (Version 07Nov2007)

We know that you care how your information is used, and we appreciate your trust that we will use it carefully and sensibly. This notice describes our privacy policy. By utilizing our website, you are accepting the privacy policy described below.

1 – What personal information do we collect?

- **Information You Provide.** We receive and store information you enter. For example, when you supply information such as your address, phone number or credit card into our donation form. You can choose not to provide certain information, but we request you contact us at 800-657-5357 if you do not feel comfortable entering all required information into the form.
- **Other information.** Idaho Community Foundation (ICF) does not record any information other than what you enter within a form field and submit.

2 – How do we use your information?

- **Internal.** We use the information that you provide for such purposes as processing your donation, purchasing your event tickets, or completing correspondence such as the End of Grant report. We may use your information to invite you to ICF events, solicit donations, or send correspondence such as newsletters and annual reports. You may request to be removed from our mailing list at any time by calling or emailing ICF.
- **External.** *ICF does not share any information without outside companies or people. Your information will not be sold, traded, or otherwise given to any company other than ICF.*
- **Agents.** Some mailings are processed by a printing company, in which case the printing company would have access to your address and name for the purposes of performing that function only.

3 – How do we protect your information?

- We protect the transfer of your information by using Secure Sockets Layer (SSL) software, which encrypts information you input into our forms.
- No persons outside of the ICF staff have access to your sensitive information such as credit card numbers. Access within the staff is limited to a need-to-know basis. Agents such as mailing houses may have access to your address but only to complete their ICF authorized task and for no other purpose.
- It is important for you to protect against unauthorized access to your password and to your computer. Be sure to sign off or log off any website where you provide personal information, when finished and using a shared computer, or any computer which may be accessed by others.
- No system can guarantee absolute security, just as the finest lock cannot guarantee physical security. However, we take every reasonable precaution to assure that your data is secure.

4 – Other websites and companies: (continued next page)

- Other websites are linked from the ICF page for your convenience. If you browse to another website, your privacy depends on the policy of that site. We strongly urge you to check their privacy policy. Not all sites guarantee your privacy.

5 – Contact us:

- If you would like to learn more about our privacy policy, or to opt out of any mailing or other correspondence, contact us at:
 - Phone: 800-657-5357
 - Email: info@idcomfdn.org
 - Mail:

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