



Donor Privacy Policy

Revised October 1st, 2016

What information we collect

Vail Place ("the Agency") collects donor information via the agency's website, event registration, presentations and networking events in the community, and through donations made. The Agency uses various personal information from donors that includes: amount donated, address, telephone number, donor comments and e-mail address. Tax laws in the United States and the State of Minnesota require the Agency to keep contact information and contribution level of donors on file.

How we use that information

The Agency will never publish, sell, trade, rent or share names (unless released for publication), e-mail or mail addresses, or telephone numbers of our donors. The Agency will use contact information (e-mail, telephone number and address) of donors for these purposes only:

- Distribute receipts for donations
- Thank donors for their donations
- Inform donors about upcoming fundraising and other activities of the Agency
- 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

However, properly anonymized donor information is used for promotional and fundraising activities. We allow donors the option to have their name publicly associated with their donation unless the donor explicitly chooses the "anonymous" field when donating online. In all other cases, the default is for staff and volunteers to assume all donations are not to be publicly announced unless the donor explicitly indicates otherwise. Comments given in donor forms are published in public lists and may be used in promotional materials while comments sent to us via email, fax or telephone are kept strictly confidential.

Financial Information

All access to donor financial information is strictly limited to professional staff who need to process such data. No data are given to any person, organization or group who does not need to access those data.

The Agency only uses online payment processing services with world class security and strong reputations. Vail Place does not store, nor does it have access to, your credit card information, bank account numbers, or other account data sent to those processing services.

Contact Us

If you have questions about this Donor Privacy Policy or if you wish to be removed from our e-mail/postal contact lists, please email fundraising@vailplace.org or write to:

Vail Place
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Hopkins MN 55343