



**mission**  
SOCIETY OF NEW YORK CITY

## Donor Privacy Policy

**At the Mission Society of New York City, personal care and respect are core values.**

When you make a gift to NYC Mission Society (DBA Mission Society of New York City) through links provided on [www.missionsociety.org](http://www.missionsociety.org), by mail, over the phone, or in person with our representatives, you can be confident that your personal information, such as email addresses and phone numbers, will remain private. We will only share your personal information if you have given us specific permission to do so, except as might be required by law.

### Information Handling

We will never sell, trade, or share your contact details with outside organizations or individuals without your permission. Similarly, we will not send you charitable solicitations from outside entities on their behalf. However, we may send you content we think is relevant or interesting to you. To the extent that your donation is processed by means of a third-party service provider for initiatives benefiting Mission Society, we will only authorize providers which affirm not to share your contact information with other nonprofit organizations, marketers, or any other third party. To the extent that any donations are stored by means of a third-party service provider, we will only authorize the provider to use or access your information for purposes necessary to process the donation and manage your donor record. However, may verify your personal information with third-parties in the course of processing a gift, event registration, or other related donor activity.

### Requesting Changes and Removal

You can request to change or receive a copy of your donor information. If you would like to receive a copy of personally identifiable information we have received from you, please send a request to [development@missionsociety.org](mailto:development@missionsociety.org) or NYC MISSION SOCIETY, P.O. Box 1721, 2266 5th Ave., New York, NY 10037-9998, Attention: Development. If you tell us that your donor record is incorrect or incomplete we take efforts to correct or update it. You may also ask us to remove your name and other personal information from our database, in which case we will make all reasonable efforts to do so, subject to legal and other considerations. We reserve the right to store your donation history in a record which is not personally identifiable. You can restrict certain types of communication. You may voluntarily remove your name and/or contact information from our internal marketing and communication lists (i.e. “opt out”) by contacting us in writing at [development@missionsociety.org](mailto:development@missionsociety.org). Likewise, you may ask Mission Society to remove photographs or quotes attributed to you from our marketing materials. You may choose to have gifts listed in public as “anonymous” by contacting us in writing at [development@missionsociety.org](mailto:development@missionsociety.org) or by marking your gift “anonymous” at the time of your donation. You must request removal if you do not want your name to potentially appear in public as a supporter. Please note that Mission Society reserves the right to contact you regarding such anonymous gifts or after you have removed yourself from marketing and communications lists.

### **Security Protections**

Your digital contact information is protected by industry-standard security measures. Our online payment processor, Bonterra Payments, powered by Stripe, is a fully-integrated and secure payment system. It employs several measures to actively detect and block fraudulent activities. Bonterra Program Management's Classic Case Management solution secures sessions with usernames and passwords to prevent unauthorized access and to restrict user access within the application. Each unique user account is assigned access to programs and permission sets to restrict access to data and features in the system. Bonterra Program Management uses state-of-the-art equipment and technology to safeguard the confidential nature of your data. Your data is automatically encrypted while in transit between your computer and our servers through Transport Layer Security (TLS). The encryption protocols and the cipher suites used to access ETO software meet the Federal Information Processing Standard (FIPS) 140.2 requirements. ETO software's data storage is secured by AES-256 while at rest.

### **Our Pledge to You**

We pledge to notify you if we believe the safety of your personal information has been compromised. By making a donation, you agree that your personal information will be handled as described in this donor privacy policy. The existence of this donor privacy policy does not prohibit Mission Society or its agents from contacting you or other donors for educational, informational, or solicitation purposes. This policy and its provisions may be changed at any time, in which case the revised Donor Privacy Policy will apply to information collected after the date the last Donor Privacy Policy amendment is posted. By making a gift to Mission Society, you agree that you have read and understand the terms and conditions of this Donor Privacy Policy. If you have questions about this privacy statement, please contact us at [development@missionsociety.org](mailto:development@missionsociety.org).