

## TAB I – DONOR PRIVACY POLICY

- 1. Purpose of Donor Privacy Policy.** Iraq and Afghanistan Veterans of America (“IAVA”) is a 501(c)(3) non-profit organization and all contributions are tax deductible. As a growing non-profit organization, IAVA relies on the support of its members and donors to achieve its mission of improving the lives of the newest generation of veterans and their families. Therefore, IAVA maintains the highest level of respect for the privacy of its donors. In furtherance of IAVA’s commitment to protecting its donors, IAVA has developed the following donor privacy policy.
- 2. Donor Information Collected by IAVA.** As part of making a donation to IAVA, the organization routinely collects the following personal information from donors: (a) full name; (b) e-mail address; (c) phone number; (d) street address; (e) city and state; (f) zip code; and (g) credit card information, if that is the chosen method of payment.
- 3. Use of Donor Information.** IAVA will use the donor’s information for the following purposes: to distribute receipts for donations; to thank donors for their generosity; for internal analysis and record keeping; and for reporting to the appropriate federal and state agencies (such reports are not available for public inspection). IAVA may add a donor’s information to IAVA’s donor list and database, so the donor can be contacted about other IAVA activities, news, and/or fundraising campaigns. IAVA may also share a donor’s information with its sister organization, IAVA Action Fund, a registered 501(c)(4) organization. IAVA will never sell, trade, or rent any of a donor’s information to any other person or organization, for any purpose, except with the donor’s specific permission or as required by applicable law. Furthermore, IAVA will never use a telemarketer or third-party vendor to solicit donations.
- 4. Use of Third-Party Vendors.** IAVA does use third-party vendors to facilitate its fundraising activities and campaigns and to process credit card transactions. Any donor information provided to these third-party vendors is done on a strictly confidential basis and will only be used by the vendor for a specific, designated purpose. IAVA will never sell, trade, or rent any of a donor’s information to any other person or organization, for any purpose, except with the donor’s specific permission or as required by applicable law.
- 5. Protection of Donor’s Personal Information.** All access to donor information is strictly limited to IAVA team members and such team members are only given access to the information by the Chief Executive Officer, the Director of Development or the Chief Resource Officer. IAVA uses an accredited online payment-processing vendor who transfers donor information to its secure server using Secure Socket Layer (SSL) encryption technology. Unless requested by the donor for the purpose of processing recurring donations, IAVA does not store, nor does it have access to, donor credit card information, bank account numbers, or other account data sent to the online payment-processing vendor.

6. **Unsubscribing and Contacting IAVA.** If the donor has any questions about this policy or if the donor wishes to be removed from IAVA's donor lists and databases, then he or she should please email the following address: [donate@iava.org](mailto:donate@iava.org). The donor may also write to this address: 292 Madison Avenue, 10th Floor New York, New York 10017.