



CREATIVE ART WORKS

Donor-Privacy Policy

Creative Art Works respects the privacy of our donors. The types of donor information we collect and maintain are as follows:

- Contact information: name, address, telephone number and email address
- Giving information
- Information on events attended, publications received and special requests for program information
- Information provided by the donor in the form of comments and suggestions

Creative Art Works uses donors' information to understand their interests in our mission and to update donors on the organization's plans and activities. It is only shared with staff, board members, volunteers and consultants on limited, "need-to-know" basis.

It is Creative Art Works' custom to thank and acknowledge donors publicly on our website and in our annual report unless specifically requested to keep the donor name anonymous. However, Creative Art Works also assures donors that their names, contact information and addresses will not be shared with (or sold, rented or leased to) any third party unless we are compelled by law. Further, Creative Art Works will not send donor mailings on behalf of any other organization. Our donor data security measures include the use of encrypted donor management software (Neon by Z2 Systems) and payment processor (BluePay).

If you have comments or questions about Creative Art Works' donor-privacy policy, please email admin@creativeartworks.org or call 646-424-0392.