

## **IMAGINE HOUSING DONOR PRIVACY POLICY**

Your privacy is important. We will never give your name or contact information to any person or organization outside of Imagine Housing, without your explicit permission. Board members, staff, consultants and volunteers periodically will have access to your contact information for specific Imagine Housing purposes. We do not sell, rent or share our mailing lists with any non-Imagine Housing person or organization.

### **What Information Does Imagine Housing Collect?**

If you choose to make a donation, Imagine Housing will ask for pertinent information to complete your transaction and/or inquiry, such as: your name, business, address, phone, fax, email address and payment information. Your contact information automatically is stored in our donor database; however credit card information you have entered online is not accessible to Imagine Housing at any time after your transaction.

We may use your contact information to send further information about our organization when necessary. You may always opt-out of receiving future mailings; see the Opt Out section below.

Other information Imagine Housing collects when you visit the web site includes: the number of individuals visiting the site and what pages are being viewed. This information is not specific to individual visitors but is an aggregate total.

### **How Imagine Housing Uses the Information Collected**

The personal information that Imagine Housing collects from you is used for the following purposes: a) fulfill a donation request, including credit card verification and providing a tax receipt; b) reply to inquiries about events, volunteer opportunities and/or employment; c) make changes to personal information, per individual request; d) confirm a donation request; e) say "thank you"; and f) send you additional Imagine Housing materials.

In terms of credit card donations, Imagine Housing uses Stripe software to process credit cards. To fulfill these transactions, it is necessary that Stripe has your correct name, business (if applicable), address, email address, phone number, credit card number and expiration date. Stripe's firewalls and encryption technology are state-of-the-art and provide the highest levels of security to ensure the confidentiality of your transaction. Your credit card information is never shared with or available to Imagine Housing.

For monthly donors to Imagine Housing who choose to make a direct electronic donation with their credit card or from their bank account, Imagine Housing works with Stripe software to enact automatic deductions from a donor's credit card or bank account, per the donor's authorization and specifications.

To reiterate, Imagine Housing will not use your personal information in any other way than what has been stated in the privacy policy. Imagine Housing employees, agents and contractors who have access to personal information are required to protect the data pursuant to these privacy protections.

## **Opt Out**

Our site provides users the opportunity to opt-out of receiving communications from us through a special online form. You may choose to receive only specific communications or none at all. You may also update your contact information previously provided to us through another online form. You cannot remove yourself from our database, but you can prevent unwanted communication.

### How to Contact Imagine Housing

If you have any questions or comments concerning these privacy protections you may contact us at:

Phone: 425-576-5190

Email: [info@imaginehousing.org](mailto:info@imaginehousing.org)

Mailing Address: 10604 NE 38th Place, Suite 215, Kirkland, WA 98033

Federal Employer Identification Number (EIN): 94-3110312.

## **Policy of Nondiscrimination**

Imagine Housing is committed to ensuring that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any Imagine Housing-sponsored program or activity on the basis of race, color, gender, age, creed, marital status, sexual orientation, political ideology, religion, disability, or national or any other basis protected by applicable federal, state, or local laws. Imagine Housing further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

**If you have any questions or concerns about your privacy related to Imagine Housing, please contact us at [info@imaginehousing.org](mailto:info@imaginehousing.org).**

Imagine Housing is a 501(c)(3) nonprofit organization.