



## **Donor Privacy Policy**

The Beacon is committed to the privacy of all our donors' personal information. We do not share or sell this private information with any outside entities, nor do we send mailings to our donors on behalf of other organizations. This policy applies to donor information collected both online and offline.

### *Security*

The Beacon website has security measures in place to protect the loss, misuse and alteration of information under our control. Organization employees are bound by a confidentiality policy to ensure that donor information is not shared outside of the organization.

### *Information Collected*

The Donor Privacy Policy applies to all information collected or submitted on The Beacon's website. On some pages, you can request information, subscribe to a mailing list, submit application forms or make online donations. The types of personal information collected on these pages may include the following: name, address, phone number, e-mail address, credit/debit card information, etc.

On some pages, you may be asked to submit information about other people (i.e. application for services, volunteer application references, donations made in honor or in memory of a person). In this circumstance, the types of personal information collected are name, address, phone number, e-mail address, etc.

### *How We Use Information Collected*

The information collected is used to respond to requests for information, event registrations, to send newsletters and updates about The Beacon, complete on-line donations, etc. We will not share or sell a donor's personal information with anyone else, nor send donor mailings on behalf of other organizations.

### *Choice/Opt-Out*

Our site provides users the opportunity to opt-out of receiving communications from us. In addition, users may select any of the following options to discontinue receiving communications from The Beacon:

1. Send an e.mail to [info@beaconhomeless.org](mailto:info@beaconhomeless.org) requesting to be removed from our mailing/communications list.
2. Send a written request via the U.S. Postal Service to:

The Beacon  
1117 Texas Ave.  
Houston, Texas 77002

### *Corrections/Updates*

The following options can be used to change any information previously provided.

1. Send an e.mail to [info@beaconhomeless.org](mailto:info@beaconhomeless.org) with updated information.
2. Send a written request via the U.S. Postal Service to:

The Beacon  
1117 Texas Ave.  
Houston, Texas 77002

### *Contact/Questions*

For any questions regarding this donor privacy policy or the practices of this site, please reach us via:

1. E.mail at [info@beaconhomeless.org](mailto:info@beaconhomeless.org)
2. The U.S. Postal Service at:

The Beacon  
1117 Texas Ave.  
Houston, Texas 77002