# **Teal Diva Donor & Website Privacy Policy**

Effective Date: 9/1/2024 Last Updated: 10/1/2025



## 1. Scope of this Policy

This Privacy Policy explains how Teal Diva, a nonprofit organization dedicated to supporting women impacted by gynecologic cancers, collects, uses, protects, and shares personal information.

It applies to all information collected through our website, online donation platforms, email, social media, in-person events, and other interactions with our organization.

By engaging with Teal Diva, donating, or providing personal information, you consent to the terms outlined below.

#### 2. Information We Collect

We collect personal information necessary to process donations, communicate with supporters, and operate our programs effectively. This may include:

- Contact Information: Name, mailing address, email address, and phone number.
- Donation Information: Payment details (processed securely by third-party vendors), donation amount, and giving history.
- Communication Preferences: Newsletter sign-ups, volunteer interests, or event participation.
- Website Data: IP address, browser type, device identifiers, and website usage (via cookies or analytics tools).
- Other Voluntary Information: Any details you choose to share via surveys, event registrations, or correspondence.

#### 3. How We Use Your Information

Teal Diva uses collected information to:

- Process and acknowledge donations, including issuing receipts for tax purposes.
- Communicate updates, event invitations, newsletters, and opportunities to support our mission.
- Maintain accurate donor records and understand giving trends.
- Improve our programs, website functionality, and communication effectiveness.
- Comply with applicable laws, financial reporting, and regulatory requirements.
- Protect the integrity and security of our systems and community.

## We do not sell, rent, or trade donor information to other organizations.

# 4. How We Share Information

Teal Diva respects the privacy of every donor and visitor. Personal information is only shared when necessary and under appropriate safeguards:

- Service Providers: We may use trusted third-party vendors (such as donation processors, CRM systems, and email service providers) to process data securely and on our behalf.
- Legal Requirements: We may disclose information if required by law, subpoena, or to protect our rights or the safety of others.
- Aggregated Data: We may share non-identifiable data (for example, total donations or event participation numbers) for reporting or outreach purposes.

All service providers are contractually obligated to protect your information and use it solely for the purpose of providing services to Teal Diva.

#### 5. Your Choices & Rights

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You have control over how we communicate with you and how your data is handled:

- Opt-Out: You may unsubscribe from emails or mailing lists at any time by following the "unsubscribe" link or contacting us directly.
- Access & Correction: You may request review, update, or correct your personal information.
- Deletion: You may request that we delete your personal information, subject to legal or accounting record requirements.

To exercise these rights, please contact us using the information provided below.

### 6. Cookies & Online Data

Our website may use cookies or similar technologies to enhance user experience, analyze traffic, and improve functionality.

You can control or delete cookies through your browser settings; however, some site features may not function properly without them.

## 7. Security

Teal Diva takes data security seriously. We use reasonable administrative, technical, and physical safeguards to protect your personal information from unauthorized access, alteration, or disclosure.

While we strive to protect all data, no online transmission or storage system can be guaranteed completely secure.

# 8. Data Retention

We retain donor and supporter information only as long as necessary to fulfill the purposes described in this policy, comply with legal obligations, and maintain accurate records of giving history. When data is no longer required, we securely delete or anonymize it.

### 9. Policy Updates

Teal Diva may update this Privacy Policy periodically to reflect changes in our practices or applicable laws. Updates will be posted on our website with a revised "Last Updated" date. We encourage supporters to review this policy regularly.

### 10. Contact Us

If you have questions, concerns, or requests regarding this Privacy Policy or your personal information, please contact us:

#### **Teal Diva**

1135 Four Lakes Drive, Suite E Matthews, North Carolina 28105 admin@tealdiva.org