## Howard County Conservancy Privacy Statement Approved September 19, 2017

Whether you are a donor, volunteer, organization, or community partner, our commitment is to conduct business honestly and protect your privacy. This privacy statement includes business conducted online and through our website.

The Conservancy uses your personal information only for its intended business purpose. We do not sell or trade your information to other organizations or individuals.

The Conservancy takes reasonable measures to protect your privacy. These measures include the use of external vendors to handle personal information with industry standard protections. Online event registration and donation information is transmitted via a secure server with an outside vendor.

If you choose to send us email, we may retain the contents of your email message, our reply and your email address as part of our ongoing customer service efforts. We reserve the right to contact you after you have contacted us and may send future email and/or surveys to you. You may notify us if you wish to discontinue electronic communication.

Upon request, we will remove your personal information from our databases, except where legislation or regulation requires our retention of it (for example, charitable giving history tied to income tax receipts).

If you have any questions about our website or our Privacy Promise, please contact our office at 410-465-8877.