



ALBUQUERQUE  
COMMUNITY FOUNDATION

*leadership • trust • legacy*

## **Privacy Policy**

The Albuquerque Community Foundation (the “Foundation”) has created this privacy policy in order to demonstrate its firm commitment to the privacy of Albuquerque donors and website users. The following paragraphs describe the Foundation’s information gathering and dissemination practices. The privacy policy may change at any time; any changes will be posted on this page. If you have additional questions, comments or concerns please contact:

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The following topics describe how the Foundation uses information voluntarily submitted by its donors and other visitors to this site, [www.albuquerquefoundation.org](http://www.albuquerquefoundation.org).

### **E-MAIL PRIVACY**

Your e-mail address will only be used within the Foundation. The Foundation does not share, sell or rent e-mail addresses to anyone outside the organization. If you do not wish to receive e-mail correspondence from the Foundation, please e-mail your request to [gabriela@abqcf.org](mailto:gabriela@abqcf.org) or call the Foundation at 505-883-6240.

### **USE OF IP ADDRESSES**

A unique number called an IP address identifies every computer on the Internet. Each time you connect to the Internet your machine is assigned an IP address. An IP address is a number that identifies each sender or receiver of information that is sent in packets across the Internet. The Foundation uses your IP address to help diagnose problems with our server, and to administer the Foundation website.

The Foundation may also collect certain demographic information about visitors to [www.albuquerquefoundation.org](http://www.albuquerquefoundation.org) through the use of cookies. The Foundation only uses this data to improve the overall [www.albuquerquefoundation.org](http://www.albuquerquefoundation.org) website and for internal business purposes.

### **SITE/MEMBERSHIP REGISTRATION FORMS**

The Foundation’s website registration forms require users to give us contact information (such as name and e-mail address), method of payment, and demographic information. The Foundation may use customer contact information from the registration forms to

send the user information about the Foundation. The customer's contact information is also used to contact the visitor when necessary. Information regarding method of payment is collected for donations.

## **PROTECTION OF INFORMATION RELATED TO MINORS**

In accordance with federal law and the guidelines set up by the Federal Trade Commission regarding youth privacy, the Foundation will not knowingly collect any personal information from young people under the age of 13. Users 13 or under of [www.albuquerquefoundation.org](http://www.albuquerquefoundation.org) are welcome to visit this website but should not submit any personal information without parent or guardian consent.

## **EXTERNAL LINKS**

[www.albuquerquefoundation.org](http://www.albuquerquefoundation.org) contains links to other external websites that do not fall under the [www.albuquerquefoundation.org](http://www.albuquerquefoundation.org) domain. The Foundation is not responsible for the privacy practices or the content of such external websites. If you choose to follow such links to external websites, you do so at your own risk.

## **SECURITY**

This site has security measures in place to protect the loss, misuse and alteration of the information under the Foundation's control.

Approved by the Board of Directors:      August 30, 2016