



## Roberson Donor Privacy Policy

Roberson Museum and Science Center is dedicated to maintaining and respecting the privacy of our donors and members. We handle your information with care and confidentiality.

### Personal Information

The Museum collects the following personal information when a transaction is made:

- Donor name and/or acknowledgement name
- Address, telephone number, and email address
- Amount donated
- Information provided by the donor in the form of comments and suggestions

Donor information is used for the following internal purposes:

- Distribute receipts for donations
- Thank donors for their contribution
- Inform donors about current and upcoming exhibitions, events, educational programming, and additional opportunities to support the museum
- Track and analyze donor data
- Comply with current laws and regulations governing disclosure and financial reporting
- Comply with any reporting requirements related to specific grants or contributions

**The Museum does not sell or lease donor information.**

### Online Donations

Your online donations are safe and secure. The Museum uses industry-standard SSL encryption to protect the confidentiality of your personal information and the security of your transactions. Transactions are confirmed by a follow-up email, and we mail written acknowledgements to

donors. We will remove your name from our mailing list, email list, or telephone solicitation at your request. Please call 607-772-0660 or email [info@roberson.org](mailto:info@roberson.org) with any further questions about our privacy policy.

### **The Donor Bill of Rights**

To ensure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the nonprofit organizations and causes they are asked to support, we declare that all donors have these rights:

1. To be informed of the Museum's mission, of the way the Museum intends to use donated resources, and its capacity to use donations effectively for their intended purposes.
2. To have access to the Museum's most recently audited financial statements.
3. To be assured their gifts will be used by the Museum for the purposes for which they were given.
4. To receive appropriate acknowledgement and recognition of all contributions to the Museum.
5. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.
6. To be informed whether those seeking donations are volunteers or employees of the organization.
7. To feel free to ask questions when making a donation and to receive prompt, truthful, and forthright answers.