



Donor Privacy Policy

Approved by the Board of Directors: 6 May 2016

Introduction

Resource Exchange International, Inc. maintains the highest level of respect and gratitude for its donors. Accordingly, we are committed to honoring our donors' rights and privacy, as stated in our Donor Privacy Policy below. Please read this policy to become familiar with the ways we actively seek to protect our donors' personal and financial information.

We welcome questions, concerns, and comments about this policy. Please contact us at donorrelations@reiinc.org.

Our Commitment to Your Security

Personal information our donors provide to us, such as the amount they have donated, their address, their telephone number, their donor comments, and their email address, will *never* be shared with a third party. Our donors' personal information is secure and confidential.

Only authorized employees who have agreed to this policy have access to this information. We will never publish, sell, trade, rent or share this information with parties outside of REI, except in the rare case of suspected fraud or unless released by you for publication. In that case, we will provide pertinent information to government agencies and/or companies contracted to assist us in fraud prevention and investigation, as permitted by law. Such information will not be provided to these companies for marketing purposes, but only for the protection of our donors and our organization.

REI staff assumes donations are never to be publicly announced unless a donor specifically requests this or unless a donor approves that their name be released for an REI publication, such as in our annual report.

REI's Use of Personal Information

REI will use donor contact information (email, telephone number, and address) for these purposes only:

- To distribute receipts for donations
- To thank donors for their donation
- To inform donors about upcoming fundraising events and other REI activities
- For internal analysis and record-keeping
- To report accurately and fully to relevant federal and state agencies (these reports are not for public inspection)

- To contact donors about changes to this policy

Additionally, if a donor has made a donation to REI, whether to the REI general fund, to a specific REI staff member, or to an REI program, we will add that donor to our mailing list. Our monthly mailings share stories of REI's work around the world with our donors and friends. A donor may opt out of this mailing at any time.

Any other information our donors provide will only be used by REI to fulfill our donors' specific requests.

Financial Information and Decision-Making

All access to donor financial information is strictly limited to those REI staff members who personally process this data. There are multiple levels of accountability in place for processing donations and donors' personal information. None of our donors' personal or financial information is given to any person, organization, or group who does not need it for specific REI use.

REI uses online payment processing services with strong reputations for security. REI does not store, or have access to, donor credit card information, bank account numbers, or other account data that our donors send to these processing centers.

Donations made to REI are deposited into the correct accounts within three weeks of receipt.

If at any point an REI project ends, REI will return new project-specific donations to the donor. If there is money remaining in the project account from previously-received donations, REI reserves the right to transfer the money to the account of a similar project or to use it any way that REI deems acceptable and appropriate.

Contact Us

If you have any questions, concerns, or comments about our privacy policy, or if you'd like to be removed from our contact list, please contact us at office@reiinc.org call 1-800-481-2201. You may also write to us at:

Resource Exchange International, Inc.,
5227 N. Union Blvd., Suite 200
Colorado Springs, CO 80918 USA

We reserve the right to make changes to this policy. We will alert our donors to any changes to this policy.

Donor Bill of Rights

Resource Exchange International, Inc. subscribes to the Donor Bill of Rights below. The text of this statement in its entirety was developed by the American Association of Fundraising Counsel (AAFRC), Association for Healthcare Philanthropy (AHP), Council for Advancement and Support of Education (CASE), and National Society of Fundraising Executives (NSFRE).

“Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have the full confidence in the not-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

1. To be informed of the organization’s mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes;
2. To be informed of the identity of those serving on the organization’s governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities;
3. To have access to the organization’s most recent financial statements;
4. To be assured their gifts will be used for the purposes for which they were given;
5. To receive appropriate acknowledgement and recognition;
6. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law;
7. To expect that all relationships within individuals representing organizations of interest to the donor will be professional in nature;
8. To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors;
9. To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share;
10. To feel free to ask questions when making a donation and to receive prompt, truthful, and forthright answers.”