



Donor Privacy

The Lupus Foundation of Minnesota (LFM) is committed to respecting the privacy of our donors.

Donor Confidentiality: The Lupus Foundation of Minnesota collects personal information about its donors to understand donors' needs and provide excellent service which may include: amount donated, address, telephone number, donor comments and e-mail address. Tax laws require LFM to keep contact information and contribution level of donors on file.

LFM may list your name along with our other donors in printed materials (such as our annual report or quarterly newsletter) recognizing donor gifts, but will remove your name from the list at any time at your request. As a donor, you also have the option to give anonymously.

LFM uses contact information (e-mail, telephone number and address, amounts donated) of donors to:

- Distribute receipts for donations
- Thank donors for their donation
- Inform donors about upcoming fundraising and other activities of LFM
- Conduct internal analysis and record keeping
- Report to relevant U.S. and State agencies (but not for public inspection)
- Provide updates to donors on changes to LFM's privacy policy.

NOTE: LFM will only release personal information to comply with valid legal requirements such as; a search warrant, subpoena, or court order.

Donor Financial Contribution Information: Donor records regarding financial contributions are kept in a secure and password-protected donor database. All access to donor financial information is strictly limited to professional staff of the Foundation whose job requires them to process this data. All of the information that is obtained and maintained by LFM is done through safe, private and secure systems with user names and passwords for every individual having access to those systems. In addition, LFM requires all employees to annually sign and adhere to a detailed confidentiality policy.

To accept checks or other financial contributions via credit card, LFM uses accredited online payment processing services with world-class security, encryption technology, and data privacy policies. LFM does not store credit card or bank account numbers sent to those processing services.

Reviewing and Correcting Personal Information: Should you wish to update or correct your personal contact information, remove yourself from any or all of our contact lists, or discuss a privacy concern with us, please contact LFM at 952-746-5151 or at info@lupusmn.org.

No Contact: It is our strong desire to not send unwanted mail or information to our donors. LFM has a "No Contact Policy" which was adopted by the Board of Directors in 2010 (for a copy contact LFM at the number listed below).

You may opt out of our any or all of our publication, mailing or call lists, if you desire to do so. To be removed from our mailing list call: 952-746-5151 or send a request via email to: info@lupusmn.org.