

The International Dyslexia Association, Inc. (IDA) is committed to respecting the privacy of our donors and members. We have developed this privacy policy to ensure our donors and members that donor and member information will not be shared with any third party.

**Awareness.** The purpose of this Privacy Policy is to make you aware of our Donor/Member Privacy Policy, and to inform you of the way your information is used. We also provide you with the opportunity to remove your name from our mailing list, if you desire to do so.

**Information Collected.** Here are the types of donor and member information that we collect and maintain;

- contact information: name, organization, complete address, phone number, email address;
- payment information: credit card number and expiration date, and billing information;
- shipping information: name, organization, complete address;

**How Information is Used.** IDA uses your information to understand your needs and provide you with better service. Specifically, we use your information to help you complete a transaction and to communicate back to you. Credit card numbers are used only for donation, member auto-renewal or payment processing and are not retained for other purposes. We use the comments you offer to provide you with information requested, and we take each recommendation seriously as to how we might improve communication.

**No Sharing of Personal Information.** IDA will not sell, rent, or lease your personal information to other organizations. We assure you that the identity of all our donors and members will be kept confidential. Use of donor and member information will be limited to the internal purposes of IDA and only to further the activities and purposes of IDA.

**Removing Your Name From Our Mailing List.** It is our desire to not send unwanted mail to our donors and members. Please contact us if you wish to be removed from our mailing list.

**Contacting Us.** If you have comments or questions about our donor privacy policy, please contact us at (410) 296-0232.