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**Privacy Policy**

The Here and Now Project maintains the highest level of respect for the privacy of its donors. In furtherance of our commitment to honor your rights, we have developed a privacy policy to guide our volunteers and staff on how they may and may not use your personal information. This policy may be updated from time to time.

**Policy:**

The Here and Now Project collects and uses various personal information from donors and participants that includes amount donated, address, telephone number, donor comments and email address. Tax laws in the United States and the State of Washington requires the Here and Now Project to keep contact information and contribution level of donors on file.

**Cookies:**

We may use cookies to store visitors’ preferences, record session information, such as items that consumers add to their shopping cart, record user-specific information on what pages users access or visit, alert visitors to new areas that we think might be of interest to them when they return to our site, record past activity at our site in order to provide better service when visitors return to our site, customize web page content based on visitors’ browser type or other information that the visitor sends and record referring sites.

**Links to Other Sites:**

We sometimes provide referrals to and links to other websites from our site. Such a link should not be a uniform endorsement, approval or agreement with any information or resources offered at sites you can access through our site. We are not responsible for the content or practices of third-party sites that may be linked to our sites, and no inference or assumption should be made, and no representation should be inferred that we relate to, operates or controls these websites.

**How we use your information:**

The Here and Now Project will never publish, sell, trade, rent or share names (unless released for a Here and Now Project publication), email or mail addresses, or telephone numbers of our donors. The Here and Now Project will use the contact information (email, telephone number and address) of donors for these purposes only:

* Distribute receipts for donations
* Thank donors for their donation
* Inform donors about upcoming fundraising and other activities
* Internal analysis and record keeping
* Reporting to relevant U.S. and State agencies (these reports are not for public inspection)
* Contact donors about changes to this policy

However, properly anonymized donor information is used for promotional and fundraising activities. We allow donors the option to have their name publicly associated with their donation unless the donor explicitly chooses the "anonymous" field when donating online. In all other cases the default is for staff and volunteers to assume all donations are not to be publicly announced unless the donor explicitly indicates otherwise. Comments given in donor forms are published in public lists and may be used in promotional materials while comments sent to us via email, fax or telephone are kept strictly confidential.

**Financial information:**

All access to donor financial information is strictly limited to professional staff that needs to process those data. No such data is given to any person, organization or group who does not need to access those data.

The Here and Now Project only uses online payment processing services with world class security and strong reputations. The Here and Now Project does not store, nor does it have access to, your credit card information, bank account numbers, or other account data sent to those processing services.

**Contact us:**

If you have questions about this privacy policy or if you wish to be removed from our
 e-mail/postal contact lists, then please or write to:

Here and Now Project
1313 Fryar Avenue #1572
Sumner, Washington 98390
USA

**Donor Bill of Rights:**

The Here and Now Project subscribes to the Donor Bill of Rights.

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 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 acknowledgment 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 with 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 donating and to receive prompt, truthful and forthright answers.