

**Santa Fe Conservation Trust**  
**DONOR PRIVACY POLICY**  
**Policy 2017**  
**Adopted on: July 25, 2017**


**Policy:**

The Santa Fe Conservation Trust (SFCT) is committed to respecting the privacy of its financial and in-kind donors, whether the donation or payment is made online, by mail, or any other method. When a donor makes a financial or in-kind donation, the donor provides their name and contact information. Financial donors also provide standard payment information including, in many circumstances, credit card data. SFCT protects this donor information in a variety of ways, as described below:

SFCT uses industry standard safeguards to protect donor information. Many donors use credit cards for donations. The Trust protects the security of credit card transactions using a number of measures such as encryption, access controls, network firewalls, and physical security. These measures make it extremely difficult for anyone to intercept the credit card information donors send SFCT. When the Trust works with other companies to process credit card transactions, those companies also use encryption and other appropriate security measures.

SFCT will not sell, share or trade donors' personally identifiable information with any other entity.

Signed: \_\_\_\_\_

  
Secretary

Date: 7.25.17