

The Sarasota Ballet

DONOR INFORMATION SECURITY

Philosophy

The Sarasota Ballet should protect the financial information of donors.

Standard

The Sarasota Ballet provides a secure environment for collecting donations and maintains internal controls governing the safekeeping of all confidential donor financial and personal information.

Ensuring a donor's privacy is vital to the mutual trust between The Sarasota Ballet and our donors. Securing donor financial information helps The Sarasota Ballet build trust by protecting financial information systems and donor financial transactions.

ADDITIONAL INFORMATION:

In addition to maintaining a secure environment for donor financial information, The Sarasota Ballet also discloses **HOW** they keep donor information secure through the inclusion of the following within a donor privacy policy.

- Disclosure of what credit card data is retained by your organization.
 - Only in secure areas of Donor Perfect
- Indication to the donor that The Sarasota Ballet uses secure technology to accept online credit card donations.
 - The Sarasota Ballet uses Secure Sockets Layer (SSL) online technology or industry standard security measures and encryption technology.
- Instructions for users of your website to know how their information is encrypted on the website.
- Recommendations for users how to protect credit card data.
- Warnings that if your organization receives credit card information, you organization cannot absolutely guarantee that the credit card data will be secure, or that your organization is not liable for information donor shares with others.