



*Honoring America's Greatest*

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January 1, 2018

Subject: LZ Pony Veterans Foundation, Privacy and Non-Disclosure Policy.

## 1. Beneficiaries

- a. The LZ Pony Veterans Foundation respects the privacy and confidentiality of all of our Foundation beneficiaries. Subsequently, we will not release the personal information of any of our beneficiaries without their written permission. Likewise, we will not respond to information requests from for-profit or other non-profit entities, without the written permission of the beneficiary.
- b. The LZ Pony Veterans Foundation will not publish any photographs or names of beneficiaries on the Foundation website or in other Foundation publications such as brochures or newsletters without written permission from the beneficiaries or their parents/legal guardians if the beneficiaries are minors under the age of 18.

## 2. Donors

- a. The LZ Pony Veterans Foundation respects the privacy and confidentiality of all donors and will not release the names, addressees, telephone numbers, or email addresses of donors to any outside charity or organization for the purpose of solicitation, nor will the Foundation send a donor email on behalf of other organizations.
- b. Personal information is collected so the Foundation may provide written substantiation to donors.
- c. The LZ Pony Veterans Foundation will not at any time, sell or share a list of donors or sell or share the data base of donors.
- d. The Foundation uses donor email for the purpose of direct correspondence and to send monthly email news about the Foundation to the donor, only if requested by utilizing the “sign up for our Email Newsletter” icon located on our web site.

### 3. Security

- a. The LZ Pony Veterans Foundation is committed to ensuring the security of all personal information. Our payment processing partner is PayPal, who employs a variety of safeguards to protect the security of your credit card transactions and the data you provide them online. PayPal utilizes data encryption to secure donor transaction data, and 24/7 transaction monitoring. They also provide free "Purchase Protection" services, which offer a variety of features. We suggest you visit the security page of their website: <http://PayPal.com> for complete PayPal security information.
- b. Donors that wish to review their information collected, may contact the Foundation via email at [info@lzpong.org](mailto:info@lzpong.org), telephone 603-730-5397 or by mail at P.O. Box 474, North Conway, NH 03860.
- c. This policy does not prevent the release of all information required by the Internal Revenue Service or applications to participate in national or state giving campaigns and other national and state regulation requirements.
- d. The LZ Pony Veterans Foundation Board of Directors will annually review this policy and vote to amend and/or renew the policy at the first Board meeting of each calendar year.
- e. Any organization, company, Foundation, group of individuals, or individual who hosts a fundraising event to request the establishment of a business agreement by using the Foundation's name or logo, will be required to sign a Confidentially and Non-Disclosure agreement, acknowledging its terms and conditions. The purpose of the agreement shall be to control and restrict how the Foundation's identity is utilized and displayed and that said use is compliant with all documents, purposes and mission statement of the LZ Pony Veterans Foundation.



Robert L. Fulmer  
President  
LZ Pony Veterans Foundation