

Donor Privacy Policy

Reading Works is committed to respecting the privacy of our donors. We have developed this privacy policy to ensure our donors that their personal information will not be shared with any third party.

Here are the types of donor information that we collect and maintain:

- contact information: name, address, phone number, email address
- donation amount or description of in-kind donation
- and the date of the donation.

Reading Works does not share or sell the name, personal contact information or description of donors to any outside individual or business.

Reading Works does acknowledge donors by name and/or description of donation in newsletters, brochures, annual reports, event invitations or programs, and our website. If a donor does not want to be acknowledged, he or she should contact Reading Works and we will acknowledge that person's donation as from "Anonymous."

Reading Works may email or mail newsletters and updates to donors. If a donor does not want to receive email or mail newsletters or updates, he or she can contact Reading Works.

To contact Reading Works:
email us at info@reading-works.org
or write us at 8005 Pennsylvania Circle NE, Suite C
Albuquerque, NM 87110

This Donor Privacy Policy was adopted
by the Board of Directors on September 19, 2015.