

Mattatuck Historical Society d/b/a Mattatuck Museum
Donor Privacy Policy

Mattatuck Museum is committed to respecting the privacy of our donors.

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

- contact information: name, organization/company, complete address, phone number, email address
- donation information: amounts donated, date of donation(s), method and solicitation
- information concerning volunteer hours
- your requests and comments
- information gathered from database modeling firms
- non-personally identifiable information, such as how many hits each CFS website page receives, and if the visitor is repeat or new. This requires that a 'cookie' be sent to your web browser.

How Information is Used. Mattatuck Museum uses your data to maintain records of donations, send acknowledgements, newsletters, notices and direct mail pieces, and for internal marketing purposes. We normally add you to our mailing list, unless you request otherwise. Our third-party mailing service is contractually obligated to treat the lists with confidentiality and is prohibited from transferring them elsewhere.

We list individuals' names in our annual donor recognition publications, unless you request otherwise. Corporate and Foundation sponsors are listed in our annual donor recognition publications and event programs. We use your written comments/letters occasionally to post on our website and quarterly calendars (with permission), and to respond to your inquiries.

Credit card numbers are NOT retained once processed. Our website has a SSL certificate. Donations over 2% of our entire budget must be reported on IRS Form 990, Schedule B. We use website statistics to analyze our website usage.

No Sharing of Personal Information. Mattatuck Museum will not sell, rent, trade or transfer your personal information to outside organizations. Use of donor information will be limited to the internal purposes of Mattatuck Museum and only to further the mission of Mattatuck Museum. Nevertheless, security measures may not prevent all losses, and the museum is not responsible for any damages or liabilities relating to security failures.

Removing Your Name from Our Mailing List. Please contact us if you wish to be removed from our mailing list. Email informationdesk@mattmuseum.org or call us at (203) 753-0381, extension 130.