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**Privacy Notice Table of Contents:**

- Our Commitment to Privacy
- The information We Collect
- How We Use Information
- Links to Other Websites
- Our Commitment to Data Security
- Our Commitment to Children's Privacy
- How to Access or Correct Your Information
- How to Contact Us

**Our Commitment To Privacy**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our homepage and at every point where personally identifiable information may be requested. Personal and contact information is used for internal purposes only. Donor names are routinely published in TOMAGWA HealthCare Ministries communication material and media, however, a donor may request at any time to be excluded from these. TOMAGWA HealthCare Ministries does not sell, trade or share in donor information with any organization.

**The Information We Collect:**

This notice applies to all information collected or submitted on the TOMAGWA website. On some pages, you can donate, contact us, and register for events or to receive materials. The types of personal information collected at these pages are:

Name  
Address  
Email address  
Phone number  
Credit/Debit Card Information, etc.

On some pages, you can submit information about other people. For example, if you donate tribute, you will need to submit their address. In this circumstance, the types of personal information collected are:

Name  
Address  
Phone Number, etc.

**The Way We Use Information:**

We use the information you provide about yourself to process donations and send requested information. We do not share this information with outside parties except to the extent necessary to complete that

donation or request. Additionally, we use this information to understand your needs and provide you with better service, and in particular for internal record keeping, End of Year Tax Deduction forms, and periodically sending emails with information we think you may find interesting using the email address which you have provided. From time to time, we may also use your information to contact you for account information or for feedback purposes. We may contact you by email, phone, fax or mail.

We use the information you provide about someone else when donating in tribute only to acknowledge the donation and to confirm the reception of the donation. We do not share this information with outside parties except to the extent necessary to complete that donation or request.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

You can register with our website if you would like to receive our newsletter as well as updates on our clinic(s) and services. Information you submit on our website will not be used for this purpose unless you fill out the registration form.

We use non-identifying and aggregate information to better design our website and to share with advertisers. For example, we may tell an advertiser that X number of individuals visited a certain area on our website, or that Y number of men and Z number of women filled out our registration form, but we would not disclose anything that could be used to identify those individuals.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without also providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

### **Our Commitment To Data Security**

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

### **Our Commitment To Children's Privacy:**

Protecting the privacy of the very young is especially important. For that reason, we never collect or maintain information at our website from those we actually know are under 13, and no part of our website is structured to attract anyone under 13.

### **How You Can Access Or Correct Your Information**

You may choose to restrict the collection or use of your personal information to be anonymous, change personal information to be omitted from our records. You can access all your personally identifiable information that we collect online and maintain with BlackBaud by emailing [admin@tomagwa.org](mailto:admin@tomagwa.org) or calling with details about your request. We use this procedure to better safeguard your information.

You can correct factual errors in your personally identifiable information by sending us a request that credibly shows error.

To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

## **How To Contact Us**

Should you have other questions or concerns about these privacy policies, please call us at 832-559-5222 or send us an email at [admin@tomagwa.org](mailto:admin@tomagwa.org).