

## **Privacy Policy**

This Privacy Policy (Policy) applies to your use of the website accessible via the URL [www.gillmorcharitablefoundation.com](http://www.gillmorcharitablefoundation.com) (Site). Your use of the Site is subject to and contingent upon your agreement with the terms of Policy.

### **Contacting the Foundation**

The Paul M. and Lucy J. Gillmor Charitable Foundation (the Foundation) respects user privacy and supports initiatives to preserve individual privacy on the Internet. We welcome any comments and questions users may have, and you should feel free to [contact us](#).

### **Information We Collect**

#### **Personal Information**

Personal information may be submitted to the Foundation for purposes of: (a) receiving information from us; or (b) applying for a grant or monetary donation for a candidate organization, business, or to benefit individuals; (c) determining whether partnering with a candidate organization would further the specific charitable purpose of the Foundation; (d) making a donation to the Foundation. The practices described in this Policy also apply to any Personal Information you provide to us in writing or by telephone.

Personal Information that is submitted to the Foundation may include:

- First and Last Name
- Address
- Telephone /Cell Phone Number
- Email Address
- Business or Organization Name
- Business or Organization Address
- Business or Organization Telephone Number
- Donor's Name and Address
- Donor's Email Address

THE FOUNDATION DOES NOT WISH TO RECEIVE ANY PERSONAL INFORMATION PERTAINING TO ANY INDIVIDUAL UNLESS ALL REQUISITE PERMISSIONS HAVE BEEN OBTAINED IN ADVANCE. YOU HEREBY REPRESENT AND WARRANT TO THE FOUNDATION THAT YOU HAVE FULL AUTHORITY TO SUBMIT THE PERSONAL AND OTHER INFORMATION REQUESTED FOR THE CONSIDERATION AND/OR PROCESSING OF THE GRANT OR OTHER REQUEST.

## Usage Data

The Site automatically tracks certain information about your behavior during your visit. The information gathered includes the URL from which you accessed this Site, as well as certain information about your web browser and IP address (Usage Data). This information enables us to determine where users are coming from and which parts of our Site they are using. We collect and store the aggregate Usage Data in order to measure the Site's performance and improve the Site's design and functionality. We may also share this aggregate Usage Data with third parties to illustrate how the Site is used and for other marketing or benchmarking purposes. In no event does any Usage Data contain any personally identifying information about our users.

## Cookies

For the convenience of our visitors, we may store bits of information inside your computer. These bits of information are known as "cookies". Cookies are small pieces of data that a website sends to a web browser. Websites often use cookies because they help keep track of things like an individual's preference and personal interest in order to help site operators to evaluate how a site is being used. We may also use cookies to authenticate users. Authenticating users helps maintain the security of the Site.

## Use of Personal Information

- **Grant Applications:** We will use this information to determine your eligibility for the grant and communicate with you regarding your application.
- **Correspondence and Miscellaneous Inquires:** Any Personal Information submitted as part of an inquiry will be used to respond to your questions and undertake any further action as may be required by your request.
- **Donor Names on the Web:** We have constructed a Donors Page on our website to recognize and to thank donors for their contribution. This page will also include those who make a donation "in memory" of a loved one, friend or colleague.
- **Partner with a Non-Profit Organization or other Charitable Group:** Your Personal Information may be shared with a Partner in order to process your donation or grant request.

Subject to applicable law, we may disclose your Personal Information:

- To the Gillmor Charitable Foundation Trustees
- To specific employees of the Old Fort Banking Company to assist with some of the Foundation functions.
- To the Foundation's attorneys if necessary to complete a review
- To law enforcement personnel and agencies, or as part of a legal process, in order to protect our property or in furtherance of an investigation regarding a breach of this Site or any prohibited activities.

**Other than these specified entities, the Foundation will not distribute or sell your information to other businesses including corporations, marketing companies, and mail distributors.**

### **Opt Out Choices**

Users may “opt-out” of (1) receiving communications from the Foundation (except for communications necessary for your use of the Site or to process a request. Please contact the Foundation at 419-447-1513 ext. 1402 or by mailing a written request to:

The Gillmor Foundation  
Old Fort Banking Company  
Attn: Kristy Vaughn  
P.O. Box 627  
Tiffin, Ohio 44883

### **Reviewing or Changing Information**

You may ask to review, change or delete information previously provided to us by contacting the Foundation.

### **Security**

The Foundation takes seriously the security of the information it collects. Since [www.gillmorcharitablefoundation.com](http://www.gillmorcharitablefoundation.com) was designed as an informative website it is not considered a protected website. If you use the Contact Us form, please do not include any private information such as:

- Social Security Number
- Taxpayer Identification Number
- Account Number(s)
- Other information not meant to be viewed by individuals other than the Gillmor Foundation

### **Other Websites**

This Policy applies only to [www.gillmorcharitablefoundation.com](http://www.gillmorcharitablefoundation.com)

### **Updates to the Privacy Policy**

The Foundation may, in its sole discretion, update this Policy at any time. The amended Policy shall be effective upon posting. We recommend each visitor to refer to this policy before submitting any Personal Information.

**Last Updated: July 2013**