

PRIVACY POLICY (Update 1)
FOR
ONLINE GIVING FOR THE UNITED METHODIST CHURCH

GENERAL COUNCIL ON FINANCE AND ADMINISTRATION
OF THE UNITED METHODIST CHURCH, INC., an Illinois corporation
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A. Overview

1. In order to make a donation through Online Giving For The United Methodist Church and to reduce the risk of fraud, the General Council on Finance and Administration of The United Methodist Church, Inc., an Illinois corporation (GCFA) must ask you to provide us information about yourself and your credit card and/or bank account. This Privacy Policy describes the information we collect and how we use that information.

2. GCFA takes the privacy of your personal information very seriously and will use your information only in accordance with the terms of this Privacy Policy. We will not sell or rent your personally identifiable information or a list of our Donors to third parties. However, as described in more detail in Part C below, some of your information will be shared with third parties, under strict restrictions, so it is important for you to review this Privacy Policy. This Privacy Policy applies only to Online Giving For The United Methodist Church.

3. If you have questions or concerns regarding this Privacy Policy, you should first contact GCFA by email or by letter at the address below.

4. By making a donation through Online Giving For The United Methodist Church, you expressly consent to our use and disclosure of your personal information in the manner described in this Privacy Policy. This Updated Privacy Policy will take effect on June 10, 2008.

Notification of Changes

5. This policy may be revised over time as new features are added to Online Giving For The United Methodist Church or as we incorporate suggestions from our donors. If we are going to use or disclose your personally identifiable information in a manner materially different from that stated at the time we collected the information, you will have a choice as to whether or not we use or disclose your information in this new manner. Any material changes will be effective only after we provide you by e-mail with at least 30 days' notice of the amended Privacy Policy. If you have closed your Online Giving For The United Methodist Church account, you will not be contacted to notify

you of the amended Policy and your personal information will not be used or disclosed in this new manner.

6. We will post the amended Privacy Policy prominently on this Web site so that you can always review what information we gather, how we might use that information, and whether we will disclose it to anyone. Please check the Online Giving For The United Methodist Church web site at <http://donate.gcfa.org/privacypolicy.htm> at any time for the most current version of our Privacy Policy.

7. Online Giving For The United Methodist Church web pages may include links to third party Web sites maintained by non-profit beneficiaries which will give you such information as who they are and what they do with charitable contributions. These sites are governed by their own privacy statements, and Online Giving For The United Methodist Church is not responsible for their operations, including but not limited to their information practices. Some of these web sites may offer you the opportunity to make a contribution directly through that web site. If you do that, your contribution will not be processed by Online Giving For The United Methodist Church and this privacy policy will not be applicable to that transaction. If you submit information to or through these third party Web sites, you should review the privacy statement of these sites before providing them with personally identifiable information.

8. A Special Note About Children. Children are not eligible to use Online Giving For The United Methodist Church and we ask that minors (under the age of 18) do not submit any personal information to us or use the service.

B. Information We Collect

Required Information

9. In order to make donations through Online Giving For The United Methodist Church, you must provide credit card, debit card, or bank account information. If you choose to save your profile on our site, we also ask you to select a password for future transactions and to choose one security question to answer (such as your city of birth or your pet's name) This required information is necessary for us to issue a new password if you forget or lose your password, protect you against credit card fraud and checking account fraud, and to contact you should the need arise in administering your account.

Transaction Information

10. When you use Online Giving For The United Methodist Church to make a donation to a non-profit beneficiary, we ask you to provide information related to each transaction, including the amount of the donation. We retain your name and address in order to credit your contribution to your local United Methodist Church, but only if you so choose. We will have a copy of the IP (Internet Protocol) address of the computer from which you made your donation, but we will have no way to link that IP address to you. We do not retain your credit card or bank account information except for the last

four digits of the account number for use only to confirm your identification should you contact us concerning your use of this system.. Your credit card transaction is processed by Vanco Services, LLC (“Vanco”), pursuant to an agreement entered into between Vanco and GCFA. With respect to your Confidential Information, in that agreement, Vanco has agreed to maintain the confidentiality of Confidential Information and that it will not in any manner disseminate Confidential Information to third persons, either in whole or in part, and will not in any manner use Confidential Information for its own benefit. Please [click here](#) to see Vanco’s [Privacy and Security Policy](#).

Information About You From Third Parties

11. In order to protect all our Donors against potential fraud, Vanco may verify with third parties the information you provide. In the course of such verification, Vanco receives personally identifiable information about you from such services. In particular, if you register a credit card or debit card with Online Giving For The United Methodist Church, Vanco will use card authorization and fraud screening services to verify that your card information and address matches the information that you supplied to Online Giving For The United Methodist Church, and that the card has not been reported as lost or stolen.

Additional Verification

12. If Vanco cannot verify the information that you provide, Vanco may ask you to send additional information by fax (such as your drivers' license, credit card statement, and/or a recent utility bill or other information linking you to the applicable address), or to answer additional questions online to help verify your information.

Web Site Traffic Information

13. Because of the way that World Wide Web communication standards work, when you arrive at or leave the Online Giving For The United Methodist Church Web site, we automatically receive the Web address of the site that you came from or are going to. We also collect information on which pages of our Web site you visit while you are on the Online Giving For The United Methodist Church site, the type of browser you use and the times you access our Web site. We use this information only to try to understand our Donors' preferences better and to manage the load on our servers, so as to improve our service and your experience with Online Giving For The United Methodist Church. We do not track the Web sites that you visit before or after you leave the Online Giving For The United Methodist Church site.

Our Use of "Cookies"

14. "Cookies" are small files of data that reside on your computer and allow us to recognize you as an Online Giving For The United Methodist Church donor if you return to the Online Giving For The United Methodist Church site using the same computer and

browser. We send a "session cookie" to your computer if and when you log in to your Online Giving For The United Methodist Church account by entering your username and password. These cookies allow us to recognize you if you visit multiple pages in our site during the same session, so that you don't need to re-enter your password multiple times. Once you log out or close your browser, these session cookies expire and no longer have any effect.

Donor Service Correspondence

15. If you send us correspondence, including e-mails and faxes, we retain such information in our records. We will also retain Donor service correspondence and other correspondence from Online Giving For The United Methodist Church to you. We retain these records in order to measure and improve our service, and to investigate potential fraud and violations of our User Agreement. We may, over time, delete these records if permitted by law.

C. Our Use and Disclosure of Information

Internal Uses

16. We collect, store and process your personal information on servers located in the United States. We use the information we collect about you in order 1) to provide our services and process your transactions, 2) to provide Donor service, 3) to improve our services.

17. We give access to individually identifiable information about our users only to those employees who require it to fulfill Donor service requests and to the fund managers for the non-profit beneficiaries to which you make a donation.

Disclosure to Other Online Giving For The United Methodist Church Donors

18. If you make a donation through Online Giving For The United Methodist Church, your name, e-mail address, address, and telephone number are displayed to United Methodist non-profit beneficiaries to which you have donated. Your credit card information is not.

19. You have the option to designate a donation as anonymous. In order to provide a written acknowledgment of your gift to document any tax deduction you may later claim, your name, address and the amount of your donation will be provided to the non-profit beneficiary to which you have made a donation. The non-profit beneficiary to which you have made your gift may use this information for the sole purpose of sending a written acknowledgment of your gift to you, and for no other purpose. Your credit card number, bank account or routing number and other financial information will NEVER be revealed to anyone whom you have sent money to through Online Giving For The United Methodist Church, except with your express permission, or if we are required to do so pursuant to a subpoena or other legal process.

Disclosure to Third Parties Other Than Online Giving For The United Methodist Church Donors

20. Online Giving For The United Methodist Church will not sell or rent any of your personally identifiable information to third parties. Online Giving For The United Methodist Church will not share any of your personally identifiable information with third parties except in the limited circumstances described below, or with your express permission.

21. Vanco may share information with companies that help it process the transactions you request and protect our donors' transactions from fraud, such as sharing your credit card number with a service that screens for lost and stolen card numbers. See "Information About You From Third Parties" in Section B above.

22. We disclose information that we in good faith believe is appropriate to cooperate in investigations of fraud or other illegal activity. For example, this means that if we conduct a fraud investigation and conclude that one side has engaged in deceptive practices, we can give that person or entity's contact information (but not bank account or credit card information) to victims who request it.

23. We disclose information in response to a subpoena, warrant, court order, levy, attachment, order of a court-appointed receiver or other comparable legal process, including subpoenas from private parties in a civil action.

24. We disclose information to your agent or legal representative (such as the holder of a power of attorney that you grant, or a guardian appointed for you).

Our Contacts with Online Giving For The United Methodist Church Donors

25. We communicate with Donors to provide requested services, and we also communicate by phone to resolve Donor complaints or investigate suspicious transactions. We use your e-mail address to send you notice of the donation that you made through Online Giving For The United Methodist Church, to send information about important changes to our service, and to send notices and other disclosures required by law. Generally, users cannot opt out of these communications, but they will be primarily informational in nature rather than promotional.

26. In connection with independent audits of our financial statements and operations, the auditors may seek to contact a sample of our Donors to confirm that our records are accurate. However, these auditors cannot use personally identifiable information for any secondary purposes.

Internet Address Information

27. We use IP addresses, browser types and access times to analyze trends, administer the site, improve site performance and to gather broad demographic information for aggregate use.

D. Information Security

28. Online Giving For The United Methodist Church is committed to handling your Donor information with high standards of information security. As stated above, your credit card and bank account transactions are processed by Vanco Services LLC. We do not retain possession of your credit card or bank account information, except for the last four digits of your account number in order to confirm your identity should you contact us concerning your use of this system. We restrict access to your personally identifiable information to employees who need to know that information in order to provide services to you. We monitor our security systems on an on-going basis. Please [click here](#) to see Vanco's [Privacy and Security Policy](#).

29. If you have opted to save your profile and have created a user identity and password, the security of your Online Giving For The United Methodist Church account also relies on your protection of your Online Giving For The United Methodist Church user identity and password. You should not share your Online Giving For The United Methodist Church password with anyone for any reason. Online Giving For The United Methodist Church will never ask you to send your password or other sensitive information to us in an e-mail, though we may ask you to enter this type of information on the Online Giving For The United Methodist Church website, which will always have a URL beginning with <http://donate.gcfa.org/>.

30. Any e-mail or other communication requesting your password, asking you to provide sensitive account information via email, or linking to a website with a URL that does not begin with <http://donate.gcfa.org/> should be treated as unauthorized and suspicious and should be reported to Online Giving For The United Methodist Church immediately using givingadmin@gcfa.org. If you do share your Online Giving For The United Methodist Church password with a third party for any reason, including because the third party has promised to provide you additional services such as account aggregation, the third party will have access to your account and your personal information, and you may be responsible for actions taken using your password. If you believe someone else has obtained access to your password, please change it immediately by logging in to your account at <http://donate.gcfa.org/> and changing your Security settings, and also contact us right away as described in Section F below.

E. Accessing and Changing Your Information

31. You can review the personal information you provided us and make any desired changes to such information, or to the settings for your Online Giving For The United Methodist Church account, at any time by logging in to your account on the Online Giving For The United Methodist Church Web site and changing your preferences under the "Edit Profile" tab. You can also close your account through the Online Giving For

The United Methodist Church account by contacting Online Giving For The United Methodist Church at givingadmin@gcfa.org. If you close your Online Giving For The United Methodist Church account, we will mark your account in our database as "Closed," but will keep your account information in our database. This is necessary in order to deter fraud, by ensuring that persons who try to commit fraud will not be able to avoid detection simply by closing their account and opening a new account. However, if you close your account, your personally identifiable information will not be used by us for any further purposes, nor sold or shared with third parties, except as necessary to prevent fraud and assist law enforcement, or as required by law.

F. Contacting Us

32. If you have any questions about this privacy statement, Online Giving For The United Methodist Church's information practices, or your dealings with Online Giving For The United Methodist Church, you can contact us by email at avelazquez@gcfa.org. You may also write to us at "Online Giving for the United Methodist Church" c/o GCFA, P.O. Box 340029, Nashville, Tennessee 37203.

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