



ADIRONDACK TRUST COMPANY  
**COMMUNITY FUND**  
*HELPING YOU TO HELP OTHERS*

## **Privacy Policy**

### **Purpose**

The Adirondack Trust Company Community Fund ("The Community Fund") is providing this notice to make available information concerning the security practices in place to protect your personal information.

### **Information Collection and Use**

The Adirondack Trust Company Community Fund ("The Community Fund") is the sole owner of the information collected on this site. We will not sell, share, or rent this information to others in ways different from what is disclosed in this statement. We do not share this information with outside parties except to the extent necessary to complete the donation. The Community Fund may collect information from our donors when making a donation or enrolling for an event, etc.

The types of personal information we collect are:

Name

Address

Email address

Phone number

Credit/Debit Card Information

### **Security**

This website takes every precaution to protect our donors' information. When donors submit sensitive information via the website, your information is protected both online and off-line.

When our form asks donors to enter sensitive information (such as credit card number), that information is encrypted with 256-bit high-grade encryption and is protected with encryption software. While on a secure page, such as our donation form, the lock icon on the bottom of Web browsers such as Microsoft Internet Explorer becomes locked, as opposed to un-locked, or open, when you are just 'surfing'.

While we use SSL (secure sockets layer) encryption to protect sensitive information online, we also do everything in our power to protect user-information off-line. All of our donors' information, not just the sensitive information mentioned above, is restricted in our offices.

The Community Fund has contracted with a service provider to collect online credit card donations. The service provider is PCI compliant. PCI compliance is the security standard enforced by Visa and other major credit card providers. Our service provider passes stringent annual security audits to maintain their PCI compliance.

### **Links to Other Sites**

The Community Fund security and privacy practices may differ from other websites linked to or from The Community Fund website. The Community Fund is not responsible for the privacy notice, content or other functionality of any website linked to or from this site.

### **Notification of Changes**

If we decide to change our privacy notice, we will post those changes on our site's privacy notice. We will use information in accordance with the privacy notice under which the information was collected.

### **Contact Us**

Please contact us if you have any question about our privacy policy. Please call **(518) 584-5844 (x) 2311** or email us at [mail@atccommunityfund.org](mailto:mail@atccommunityfund.org).

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