

## Privacy Policy

At The Arc of Washington State, your privacy is our priority. We are committed to protecting your privacy at all times, in all situations. The information we collect about you (member) when you become a member, donor or constituent, is used to process your membership, donation, or request for information and referral, and to provide you member benefits.

### How Do We Use the Information We Collect?

When you become a member of The Arc of Washington State, we ask you to fill out a form that requests (or we otherwise seek to collect), your name, address and e-mail address, and telephone, as well as some demographic information such as gender, age, and information about your family. Your membership with The Arc of Washington State also provides you membership with our national chapter, The Arc, so your information is shared with them.

Your name and address information is used solely to process your membership, donation, or request for information and referral. By policy of The Arc of Washington State, this information will never be sold, given, rented or traded to others for purposes other than providing you member benefit opportunities.

The Arc of Washington State uses demographic information (gender, age, etc.) in aggregate terms for reporting purposes - annual reports, funding sources, charity-watch agencies. For example, we may tell a funder that 25% of our members are male, while 75% are female. We never release individual demographics to any party.

### Our Use of Web site Log Files

When you visit our Web site ([www.arcwa.org](http://www.arcwa.org)) we automatically log your IP address, your browser type and your access times. We utilize this information to conduct site performance evaluations, to see where visitors are coming from and to keep track of click stream data (the screens our users visit on our site). This data helps us to determine what content our members find most appealing so that we can maximize your usage of the site. To opt out of the collection of this demographic information from Google Analytics Demographics and Interest Reporting, you can use the [Google Analytics Opt-out Browser Add-on](#).

### File Security

All employees of The Arc of Washington State take your personal information very seriously. Access to members' personal information is limited to key management personnel and our member and donor services departments. The information is ID and password protected. Our Web security is reviewed regularly.

### Use of Intermediaries

The Arc of Washington State utilizes the services of intermediaries - United Parcel Service (UPS), FedEx and the United Postal Service (USPS) to send out our member renewals, solicitations, newsletters and requested information. To our knowledge, these intermediaries do not store, retain or use the information in any way.

### Links to Other Sites

The Arc of Washington State's web site ([www.arcwa.org](http://www.arcwa.org)) contains links to other web sites. Please note that when you click on one of these links, you may be leaving The Arc of Washington State site and entering another web site. These sites may independently collect or request information about you and we encourage you to read the privacy statements of these linked sites, as their privacy policy may differ from ours.

### Communication

From time to time we may send out email messages soliciting your support, prompting a call to action, or alerting you of what's new at The Arc of Washington State. Because your membership with The Arc of Washington State also includes membership with The Arc (national), you may also receive email messages or mailings soliciting your support, prompting a call to action, or alerting you of what's new at The Arc (national). In addition, you may receive communications from us if you have contacted us for a particular reason, and/or to receive the information you have requested.

### Our Use of Cookies

Cookies are pieces of information that your browser stores on your computer's hard drive which, for some sites, identifies you when you enter. The ability to select or download information on our site is not cookie-driven.

### Your Consent

By becoming a member, donor or constituent of The Arc of Washington State, and/or by using our web site, you consent to the collection and use of the information you provide to us as described above. If we make any material changes in our privacy practices or in how we use your personally identifiable information, we will post a notice on our web site prior to implementation of the change.

If you prefer not to receive requests for donations, please contact The Arc of Washington State Donation Office. In Tacoma call: 1-800-826-4310 or (253) 589-0885 or email us at [donate@arcwa.org](mailto:donate@arcwa.org). In Bellingham call 1-800-446-4980 or (360)671-3344 or [email us](#) at [arcbhwa@integra.net](mailto:arcbhwa@integra.net).

If you prefer not to receive other communications from The Arc of Washington State, please contact us toll-free at 1-888-754-8798, ext. 2; or e-mail us at [info@arcwa.org](mailto:info@arcwa.org); or write us at 2638 State Ave NE, Olympia, Washington 98506. If you prefer not to receive member benefit offers or requests for donations from The Arc (national) contact them toll-free at 1-800-433-5255, ext. 3713; or e-mail them at [donorsupport@thearc.org](mailto:donorsupport@thearc.org); or write them at 1825 K Street NW, Suite 1200, Washington, DC 20006.