

## **Privacy Statement**

### **Canadian Mental Health Association/Peel Branch (CMHA/Peel) Privacy Statement**

At CMHA/Peel we are committed to protecting the privacy of our donors. We value our donors' trust and recognize that maintaining this trust requires that we be open and accountable in our treatment of the information that you choose to share with us.

Your donation helps CMHA/Peel provide assistance to those affected by mental illness. The actions we take come in three main categories: mental health promotion, rehabilitation, and community development. As we fulfill the financial requirements to support these important activities, we gather and use personal information provided to us by our supporters.

#### **Personal Information**

Personal information is any information that can be used to distinguish, identify or contact a specific individual. This information may include an individual's opinions or beliefs, as well as facts about, or related to, the individual. Business contact information and certain publicly available information, such as names, addresses and telephone numbers as published in telephone directories, are not considered personal information.

#### **Privacy Practices**

CMHA/Peel respects the privacy of our donors; we do not sell or rent our donor lists. We collect, use and disclose personal information only for the purpose of processing donations, keeping our donors informed about the activities of CMHA/Peel, and asking for their support in our mission to offer supportive programs to people impacted by mental illness, and to provide support and education promoting the maintenance of mental health in our community. Anyone from whom we collect information can expect that it will be carefully protected and that any use of this information is subject to consent. We offer our donors and prospective donors numerous privacy options, including the option to limit or opt-out of future contact.

Our staff in the Donor Relations department sign confidentiality agreements and safeguards are in place to ensure that the information is not accessed, disclosed or shared more widely than is necessary to achieve the purpose for which it was gathered. We also take measures to ensure that the integrity of this information is maintained and to prevent it from being lost or destroyed.

#### **Website and Electronic Commerce**

We use password protocols and secure websites to protect personal and other information we receive when an online donation is made.

#### **Contact Information**

If at any time you wish to be excluded from future contacts, or to discuss our privacy options, call us at 905-451-1718 and we will accommodate your request.

#### **For Further Information**

If you have questions, concerns or complaints relating to our privacy policy, please call the Privacy Officer at 905-451-1718, e-mail [donorrelations@cmhapeel.ca](mailto:donorrelations@cmhapeel.ca), fax 905-451-1720 or write to us at:

Canadian Mental Health Association/Peel Branch  
Attn : Privacy Officer  
5-250 Clarence Street  
Brampton, ON L6W 1T4.