

## **DONOR PRIVACY POLICY**

Boston Lyric Opera Company respects the privacy of its donors and has put in place a privacy policy reflective of our respect.

## BLO collects and maintains:

- Contact information: name, address, telephone number, email address
- Giving information
- Information on performances and events attended, as well as special requests for program information
- Information provided by the donor in the form of comments and suggestions

BLO uses this information to understand our donors' interests in our mission and programs and to update them on our plans and activities. All information concerning donors may be shared only with staff, board members, and consultants, including legal counsel and accountants, on a need-to-know basis. It will be kept strictly confidential unless permission is granted by the donor or, in the case of an estate, the donor's personal representative, except to the extent BLO is required to release such information by law.

Boston Lyric Opera does not sell, rent, or lease its donors' information to other organizations.

BLO offers opportunities for donors to be recognized publicly in association with their gift level; however, all donors are given the opportunity to remain anonymous and to decline public and/or private recognition.

At any time you may request to be removed from email and/or postal mailing lists.

If you have questions about this policy or if you wish to be removed from our donor recognition or mailing lists, please email donorservices@blo.org or call 617-702-8975.