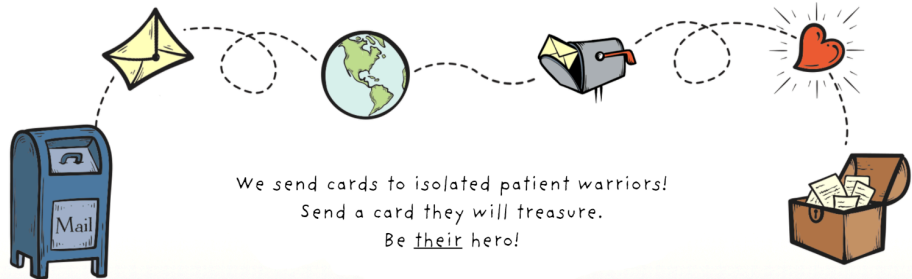




@cards2warriors
EIN: 85-2622373
www.cards2warriors.org
P.O. Box 621044, Oviedo, FL 32762



We send cards to isolated patient warriors!
Send a card they will treasure.
Be their hero!

Privacy Policy & Terms of Service

Cards2Warriors, Org. Inc., (herein referred to as Cards2Warriors), is a federally registered, 501c3 non-profit organization, that is run by an incredible group of remote working individuals, and a volunteer run organization.

Cards2Warriors, Org. Inc. is a Florida 501(c)(3) tax-exempt corporation as recognized by the Internal Revenue Service. Our Federal ID number is: #85-2622373

Sections within this document to reference:

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1. CONTACT INFORMATION

- Website: www.cards2warriors.org
- General Inbox: hi@cards2warriors.org
- Mailing Address: Cards2Warriors, Inc., P.O. Box 621044, Oviedo, FL 32762
- Main Phone Number: 407-259-4954

2. INTRODUCTION

Cards2Warriors, Org. Inc., (herein referred to as Cards2Warriors), respects the privacy of its warriors, volunteers, and donors, and has put in place a Privacy Policy to honor their right to



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privacy. When we use the term “warriors” within this document when we are referring to anyone who is currently participating in our programs. This policy explains: what we collect and why, how we use the information, and the choices you are offered regarding accessing and updating your information.

This privacy policy applies to:

- Cards2Warriors, (“Cards2Warriors,” “we,” “us,” “our”)
- Cards2Warriors’s online properties (including our websites and websites that link to it), our social media pages or handles, our products and services, communications from us, webinars, virtual events, and in-person events we host (the “Services”).

This Policy applies when you interact with us through our Services, including offline. It also applies anywhere it is linked. It does not apply to third-party websites, mobile applications, or services that may link to the Services or be linked to from the Services. Please review the privacy policies on those websites and applications directly to understand their privacy practices. By using any of the Services, you agree to this Privacy Policy.

The Services are located within the United States and operated pursuant to the laws of Florida, United States, which may differ from privacy laws where you live. When you provide personal information using the Services, you agree that we may transfer your information to any country and that we may use and disclose it as permitted by federal and state law and consistent with this Privacy Policy. We may change this Policy from time to time. If we do, we will notify you by posting the updated version. This English-language Privacy Policy is the official statement of our privacy practices relating to the Services. In case of any inconsistency between this English-language Privacy Policy and its translation into any other language, this English-language document will take precedence over such translation.

This policy describes how we handle your personal information when you use the following “Cards2Warriors Services”:

- Our websites:
 - <https://www.cards2warriors.org/>
 - <https://www.warriorcardswap.com/>
- Our Social Media pages:
 - LinkedIn: [Cards2Warriors | LinkedIn](#)
 - Instagram: [@cards2warriors](#) • [Instagram photos and videos](#) & [The Warrior Card Swap \(@thewarriorcardswap\)](#) • [Instagram photos and videos](#)
 - Facebook: [Cards2Warriors | Facebook](#)



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- Pinterest: <https://www.pinterest.fr/cards2warriors/>
 - Youtube: www.youtube.com/@cards2warriors
 - TikTok: [Cards2Warriors \(@cards2warriors\) | TikTok](#)
 - Others may be added, or removed as society's preferences change. To see our current list of Social Media pages, please visit our website.
- Email newsletters are sent utilizing Mailerlite Webmail services, a third party service we do not own.
 - Donations on our website are completed utilizing GoLively, a third party service we do not own.

3. INFORMATION WE COLLECT

How we handle information about you depends on which Cards2Warriors Services you use and how you use them. Due to the nature of our organization, and those who participate in our programs, we adhere to very strict privacy standards for the information submitted to us when individuals are signing up to participate in one of our free programs, or when someone is nominated to participate in one of our free programs.

We may use any of the information we collect for the following purposes.

- Service functionality: To provide you with our programs, products, and services, including to process donations, fulfill orders, send service communications, and conduct general organizational operations, such as accounting, recordkeeping, and audits. We use information for this purpose to perform our contract with you, subject to our legitimate interests, and for compliance with our legal obligations. To the extent required by law, we will do so subject to your consent.
- Service improvement: To improve and grow our Services, including to develop new programs and services and understand how our Services are being used, our donor base and donation trends, and the effectiveness of our marketing. We use information for this purpose to perform our contract with you, subject to our legitimate interests, and for compliance with our legal obligations. To the extent required by law, we will do so subject to your consent.
- Security: To protect and secure our Services, assets, network, and business operations, and to detect, investigate, and prevent activities that may violate our policies or be fraudulent or illegal. We use information for this purpose to perform our contract with you, subject to our legitimate interests, and for compliance with our legal obligations.
- Legal compliance: To comply with legal process, such as warrants, subpoenas, court orders, and lawful regulatory or law enforcement requests and to comply with applicable



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legal requirements. We use information for this purpose to perform our contract with you, subject to our legitimate interests, and for compliance with our legal obligations.

4. INFORMATION WE COLLECT AUTOMATICALLY

While utilizing our websites, we may use log files, cookies, or other digital tracking technologies to collect the following information from the device you use to interact with our Services. We also create records when you make donations or purchases or otherwise interact with the Services. This information is saved on our website hosting service, and is not shared publicly or sold to any 3rd Party Organizations.

- Device information, including IP address, device identifiers, and details about your web browser.
- Analytical information, including details about your interaction with our website and electronic newsletters.
- Diagnostic information, including web traffic logs.

5. INFORMATION YOU PROVIDE US

You may provide the following information to us directly by signing up for one of our programs, nominating someone for one of our programs, utilizing the Contact Page on our website, making a donation, or interacting and tagging us on social media platforms:

- Contact and professional information, including name, email address, mailing address, and current employer.
- Demographic information.
- Audiovisual information, including recordings of online events and photographs of in-person events.
- Payment information, including payment card information.
- Content you may include in survey responses.
- Content you may include in program sign up forms.
- Information contained in your communications to us.
- Information you make available to us via a social media platform.
- Any information or data you provide by interacting in our online forums and chat functions, or by commenting on content posted on our Services (social media accounts). Please note that these comments are also visible to other users of our Services unless sent via the direct messaging features of those third party sites.
- Information you provide when you register and create an account for our Card Swap Program.
- Information you provide when you book a Company Service Day event with us, and written permission by those involved to take photographs during the event.
- Information you submit to inquire about or apply for a volunteer position with us.



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- Any other information you submit to us, for example:
 - Contact information such as name, address, telephone number and e-mail address.
 - Medical information regarding an individual's diagnosis, chronic illness, disability, health struggles, interests, health updates/status etc.
 - Which of our programs an individual participates in or would like to volunteer for.

6. PROGRAM PARTICIPANT, VOLUNTEER, & DONOR CONTACT LIST USAGE

Cards2Warriors collects and maintains the information submitted to us via our website sign up forms for programs, or through the donation portion of our site during the duration of your participation in one of our programs either voluntarily, when nominated, and when a donation is made.

Cards2Warriors does not sell, rent, trade or share its donor list, or its mailing list with any other organization. We do not share the contact information of our donors, volunteers, or warriors with the general public unless we are given written permission to do so. Within our organization, contact information is only available to the board, head of outreach, database manager, and program volunteers for those within a specific program we offer.

Cards2Warriors never sends out mailings on behalf of other organizations unless it is in recognition of a donor or a media outlet that is covering our organization. We are not here to fill your inbox with advertisements, we're here to support the people utilizing our free programs, as well as recognize and thank those that choose to support us and our mission.

Cards2Warriors does not knowingly collect any personally identifiable information from children under the age of eighteen (18) without consent from a parent or legal guardian. When a user discloses personal information on the Services, the user is representing to us that he or she is at least eighteen (18) years of age or, if a minor, has the consent of a parent or legal guardian. If you are the parent or legal guardian of a child under the age of eighteen (18), who you believe has provided us with personally identifiable information through the Services and without your consent, please email us so that we can delete the child's information from our records.

7. HAPPY MAIL PROGRAM

This program is the main program that individuals sign up to be a part of, or are nominated by someone to be a part of. This program mails physical cards as well as digital cards throughout the year to our program database. With this program, a program participant will receive cards from us directly, as well as from student groups, volunteer groups, as well as company service day events.



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The information we request as part of signing up to be a part of this program:

- Contact information such as name, state/country located, and e-mail address
- Preference for “faith based” or non-faith based cards.
- Medical information regarding an individual’s diagnosis, chronic illness, disability, health struggles, interests, health updates/status etc.
- Personal information about the participant that they would like to share in order for us to get to know the participant, this information is used when we create customized cards to mail.

When cards are created by student groups, volunteer groups, as well as company service day events, a program participant’s mailing address / e-mail address is never shared with those individuals. A list of Happy Mail participants, randomly selected from our database, will be selected by our team and provided to volunteer groups. These groups then write cards to individuals on the list they were provided by our team, with the information below in order for the volunteers to really write a personalized card for our warriors. Not just a generic “feel better soon” card, but one that really connects with the warrior. Those cards when finished are then returned to our team to mail. The volunteer groups are never provided with a warriors personal contact information, and do not mail cards directly to our warriors.

We provide the following information to those volunteering to create cards for our warriors:

- Name, state/country located, gender (if provided).
- Preference for “faith based” or non-faith based cards.
- Medical information regarding an individual’s diagnosis, chronic illness, disability, health struggles, interests, health updates/status etc. This is kept to the most minimal information so that the volunteer can get a sense of what our warrior is going through.
- Personal information about the participants that they have shared with us in order to participate in this program in order for our volunteers to create personalized cards or videos for them.

8. WARRIORS IN CRISIS PROGRAM

Warriors in Crisis has two ways to receive support via this program, snail mail cards, and as well as video cards. When requesting video cards, program participants will create a login with a Third Party vendor, Verbina, who has donated the use of their platform, which is primarily utilized by the medical community to have HIPPA compliant communications. We are not required to comply with HIPPA, however, we choose to adhere to those standards to the best of our ability.

- Contact information such as name, state/country located, and e-mail address



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- Medical information regarding an individual's diagnosis, chronic illness, disability, health struggles, interests, health updates/status etc.
- Personal information about the participant that they would like to share in order for our volunteers to create personalized videos for them.

When our volunteers make videos for the individuals in this program, they are uploaded to our organizations Google Drive, and then one of our volunteers then uploads them to the program participants' Verbina account to view and access. The videos created for our Warriors in Crisis are not shared with anyone outside of our volunteers creating them, and the program participant. We do not post them to any social media platforms, to our website, or share them publicly. Those are created for the program participant only.

9. CARD SWAP PROGRAM

Warrior Card Swap is a program run by Cards2Warriors. This program utilizes a separate website than our main website, and utilizes an account login to participate. When you sign up to be a part of this program, you will create a login and password, and fill out an Airtable form that then allows your information to be visible to other participants within the program.

- Contact information such as name, address, and e-mail address
- Medical information regarding an individual's diagnosis, chronic illness, disability, health struggles, interests, health updates/status etc.
- Images of cards you create for sending to others within the program can be uploaded to this platform for Cards2Warriors to use for marketing purposes, or to show off how incredibly talented our warriors are. If cards have personal information, or are very private in nature we will not share, or we will ask for permission from the card recipient to share the images of their card.
- Information shared is only available to those participating within the program in order to send digital or physical cards to each other, and to be able to get to know you in order to personalize them.

If at any time you choose to no longer participate in this program, you can deactivate your account and it will remove your information from the program participant database hosted on our website by Airtable, a third party service.

10. DONOR PRIVACY

Cards2Warriors collects and maintains the following types of donor information when you voluntarily provide it to us:

- Contact information such as name, address, telephone number and e-mail address
- Giving amount, type, and associated information



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- Information on events attended, publications received and special requests for program information
- Information provided by the donor in the form of comments, suggestions and correspondence
- Information we get from your use of our services and programs

This confidential information such as a donor's contact information, giving amount, date of donation, and type of donation is kept on file for IRS purposes. It is also used to analyze overall giving patterns in order to make more accurate budget projections, as well as to understand donors' interests in our mission. Some of this information may be shared with staff, board members and volunteers only on a confidential and need-to-know basis. You may request that your donation be listed as anonymous, and therefore to maintain your anonymity, your contact information will only be available to the board, our accountant for tax purposes, and head of Outreach.

All donations are tax deductible, and in order to provide a donor with a receipt, we will require their contact information, even if anonymity is requested, however, this would only be used to provide a receipt.

11. SOCIAL MEDIA PLATFORMS INFORMATION USAGE (3RD PARTY SITES)

- We do not own any social media platforms, and all of our social media pages are set to "Public" profiles.
- We receive information from you when you interact with our pages, groups, accounts or posts on social media platforms. This includes aggregate data on our followers (e.g., age, gender and location), engagement data (e.g., "likes," comments, shares, reposts and clicks), awareness data (e.g., number of impressions and reach) and individual users' public profiles.
- Any information provided through our social media pages via direct messages will be able to be viewed by any of our volunteers who have been given access to our accounts. Please do not share personal information, credit card information for donations, your address, or phone number with us through direct messages. It is preferred for your security, that if you wish to give us that type of information, that you send it to us directly through the programs signup form, volunteer interest form, or donations forms on our website.
- If you "tag" us in a post, or in a "story" we will be notified, and through different platforms, given the ability to repost your "post" or "story" that we were tagged within, on our pages. If you "tag" us in a post, depending on the social media platform, that post may automatically appear on our public profile.
- If you "tag" us in a "story" on Instagram for example, we may choose to share that "story" to our page's followers. If you do not want us to, please let us know.



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12. RECORDS

Cards2Warriors does not keep historical records of everyone involved in our programs from year to year unless you are an active participant:

- Each year, when we confirm with our database that they would like to continue to be a part of our programs or a volunteer with us, we only keep information for our active program participants and volunteers. We then delete the information of past participants.
- Cards2Warriors does not maintain a record of all requests by persons who indicate that they do not wish to be contacted by or on behalf of our organization. The platforms we use to send our email newsletters do keep a person's contact information on file after they have "unsubscribed" from our newsletter, which is to help us keep track of not "re-adding" someone to the email newsletter without their written permission first.
- Upon a person's (or a person's authorized representative's) request that Cards2Warriors discontinue further contacts, the person's name and address will be promptly modified in the Cards2Warriors's donor database to ensure that no further contact is made with the person. Cards2Warriors will also take steps to ensure that no further contact is made with the individual such as informing volunteers that someone has been removed from our volunteer list, donor list, or program user list.
- Cards2Warriors maintains a record of all donations to our organization, and that donors contact information as required for tax purposes.
- On social media platforms, third party companies we do not own, we do not control their record keeping. We cannot guarantee how posts, stories, comments, or direct messages are saved while utilizing their platforms. To review how your information on social media platforms is saved, recorded, or shared, in regards to when you interact with our public accounts specifically, please review the Privacy Policies of those platforms.

13. DISCONTINUING CONTACT UPON REQUEST

We understand that sometimes people will see something they think a person would enjoy, and get it for them, and then you're either stuck with something you didn't want, or signed up for something you have no interest in. We get it. It happens all the time. If you were nominated by someone to receive cards from us, and that's not something you'd actually like to participate in, let us know. We'll be happy to remove you from our mailing list. Not a problem at all.

It is the policy of Cards2Warriors to communicate with donors, volunteers, and program participants according to their expressed preferences whenever possible. Cards2Warriors will discontinue or change the method used to contact any person upon that person's oral or written request directed to the organization.



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To request that our organization no longer contacts you, you can click the “unsubscribe” button or the “I do not want to volunteer or receive cards” button at the bottom of our emails which updates our database.

To request our organization no longer contacts you, you can do so in the following ways:

- On the bottom of our emails you can click the “I do not want to volunteer or receive cards” button which updates our database. This is the only location where unsubscribed individuals have their information stored after you’ve unsubscribed. That is due to the nature of the e-mail service we utilize,
- Visiting us online at our website, fill out the form on www.cards2warriors.org/contact-us
- E-mailing us at hi@cards2warriors.org, Subject Line: Unsubscribe
- Mailing a request to Cards2Warriors, Inc., Attn: Unsubscribe, P.O. Box 621044, Oviedo, FL 32762.
- Or you may call us by phone at 407-259-4954

14. PRIVACY DISCLOSURES FOR SPECIFIC JURISDICTIONS

- European Economic Area, United Kingdom, and Switzerland
 - We process “personal data,” as that term is defined in the European Union’s General Data Protection Regulation (“GDPR”).
 - Your rights under the GDPR: Users who are located in the European Economic Area (“EEA”), U.K., or Switzerland have the right to lodge a complaint about our data collection and processing actions with the supervisory authority concerned. Contact details for data protection authorities are available here: http://ec.europa.eu/justice/data-protection/bodies/authorities/index_en.htm.
 - If you are located in the EEA, U.K., or Switzerland, you have the following rights.
 - Access and Portability: Request access to personal data we hold about you or request transmission of your data to a third party.
 - Correction: Request that we rectify inaccurate or incomplete personal data we store about you.
 - Erasure: Request that we erase personal data when such data is no longer necessary for the purpose for which it was collected, when you withdraw consent and no other legal basis for processing exists, or when you believe that your fundamental rights to data privacy and protection outweigh our legitimate interest in continuing the processing.
 - Restriction of processing: Request that we restrict our processing of personal data if there is a dispute about the accuracy of the data; if the processing is unlawful; if the processing is no longer necessary for the purposes for which it was collected but is needed by you for the



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establishment, exercise or defense of legal claims; or if your request to object to processing is pending evaluation.

- Objection to processing: Object to processing of your personal data based on our legitimate interests or for direct marketing (including profiling). We will no longer process the data unless there are compelling legitimate grounds for our processing that override your interests, rights, and freedoms, or for the purpose of asserting, exercising, or defending legal claims.
 - Transfers: Obtain information about and a copy of the safeguards we use to transfer personal data across borders.
 - Please contact us to exercise these rights.
- California
 - Your California Privacy Rights; “Shine the Light” Law
 - California residents are entitled once a year, free of charge, to request and obtain certain information regarding our disclosure, if any, of certain categories of personal information to third parties for their own direct marketing purposes in the preceding calendar year. We do not share your personal information with third parties for those third parties’ direct marketing purposes.
 - Nevada
 - Residents of the State of Nevada have the right to opt out of the sale of certain pieces of their information to third parties. Currently, we do not engage in such sales. If you are a Nevada resident and would like more information about our data sharing practices, please contact us.