



Texas Ballet Theater (TBT) maintains the highest level of respect for the privacy of its donors. TBT has developed this Donor Privacy Policy to guide our volunteers and staff on how they may and may not use your personal information. This policy may be updated from time to time.

What information do we collect

TBT collects personal information from donors, including: amount donated, address, telephone number, donor comments and e-mail address. Tax laws in the United States and the State of Texas require TBT to keep contact information and contribution level of donors on file.

How we use that information

TBT will never publish, sell, trade, rent or share names (unless released for publication), email or mail addresses, or telephone numbers of our donors. TBT will use contact information (email, telephone number and address) of donors for these purposes only:

- Distribute receipts for donations
- Thank donors for their donation
- Inform donors about upcoming performances and fundraising activities
- Internal analysis and record keeping
- Reporting to relevant U.S. and State agencies (these reports are not for public inspection)
- Contact donors about changes to this policy

While TBT maintains the confidentiality of all donor information, we publish the names of donors by category of giving in performance playbills, in the donor section of our website, and special events materials. We allow donors the option not to have their name publicly associated with their donation or to explicitly choose being recognized as “anonymous” when donating. In all other cases the default is to assume all donations may be publicly announced.

Financial information

All access to donor financial information is strictly limited to professional staff needing to process that data. No data are given to any person, organization or group who does not need to access this data. TBT only uses online payment processing services with world-class encryption and strong reputations. TBT’s database stores only information which allows us to identify the source of a payment, therefore no employee has access to complete credit card information, bank account numbers or other account data sent to those processing services. If information is collected in a different manner, it is shredded immediately after use.

TBT will use the personal information to protect against potential fraud. We may verify with third parties the information collected in the course of processing a gift, event registration or other donation. If you use a credit or debit card on the website, we may use card authorization and fraud screening services to verify that your card information and address matches the information that you supplied to us and that the card being used has not been reported lost or stolen.

Contact us

If you have questions about this Donor Privacy Policy or if you wish to be removed from our e-mail/postal contact lists, then please email giving@texasballet.org.

You have the right to review information that we have collected about you. To review that information please contact us in writing at: Texas Ballet Theater, 1540 Mall Circle, Fort Worth, Texas 76116.