

## **ILAP Privacy Policy**

The Immigrant Legal Advocacy Project (ILAP) is a 501(c)(3) non-profit organization. As Maine's only state-wide immigration legal services organization, ILAP advances justice and equity for immigrants and their families through direct legal services, community education, and systemic advocacy.

This privacy policy is to provide assurance to those seeking our services that the information they provide us is not disclosed to anyone without their permission. The Maine Rules of Professional Conduct (<a href="https://www.mebaroverseers.org/regulation/maine\_conduct\_rules.html">https://www.mebaroverseers.org/regulation/maine\_conduct\_rules.html</a>) state in detail the responsibilities our staff have to those contacting us for assistance.

ILAP collects information necessary to provide legal assistance to those seeking our assistance. This information includes names, addresses, phone numbers, and email addresses along with details necessary to evaluate and address the immigration matter for which assistance is sought. Such information may be provided ILAP by telephone, email, intake forms available on our web site, and text messages. Such information is stored securely by ILAP and is not accessible by anyone outside of ILAP.

We also have a donor privacy policy that is on the bottom of our Donate page: <a href="https://ilapmaine.org/donate">https://ilapmaine.org/donate</a>.

Personal information, including phone numbers, will not be shared with any third party, affiliates, subsidiaries, or trusted partner without the express permission of those contacting us.

Further information can be requested by calling us at 207.780.1593 or by email at <a href="mailto:info@ilapmaine.org">info@ilapmaine.org</a>.