

PRIVACY POLICY

Attorneys who provide legal services involving financial matters of clients are now required by federal law to inform their clients of their policies regarding the privacy of client information. Attorneys have been and continue to be bound by professional standards of confidentiality that are even more stringent than those required by privacy law. The purpose of this notice is to explain what we do with the financial information that you provide us, and the ways we protect your privacy.

Nonpublic Personal Information We Collect

We collect nonpublic personal information about you that is provided to us by you or obtained by us with your authorization.

Parties to Whom We Disclose Information

For our current and former clients, we do not disclose any nonpublic personal information obtained in the course of our practice, except as required or permitted by law and the Rules of Professional Conduct. Permitted disclosures include, for instance, providing information to our staff, in order for us to efficiently serve you. In some situations, usually with clients' prior knowledge, we may provide information to another individual or organization (such as client's accountants, stock brokers, money managers, realtors or insurance agents) to obtain information or assist in providing the legal services requested. In all such situations, we stress the confidential nature of information being shared.

However, if a collection action or proceeding is initiated by us to collect on monies owed by you for legal services, we will provide your personal information to our collection agency. Such information would be used to assist the collection agency in representing us in the collection matter only.

Examples of personal information would be date(s) of birth, social security number(s), unlisted telephone numbers and any other information we may have received from you that can assist the collection agency toward this effort.

Your Privacy Is Important to Us

Our law firm understands your concerns for privacy and the need to ensure the privacy of all your information. We retain records and files relating to the professional services you ask us to provide. To guard your nonpublic personal information, we maintain physical, electronic and procedural safeguards that comply with the Rules of Professional Conduct that governs our profession. Please call if you have any questions. Please be assured that your privacy, maintaining the highest standard professional ethics, and our ability to provide you with quality legal services are very important to us.

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