



## **Privacy Act Policy**

**Cobb's Tax & Financial Services values you as a customer and takes your personal privacy very seriously. We are providing you with this Privacy Act Policy to inform you on how we collect, use, and safeguard your non-public personal information. We have made this policy a requirement of our company to further protect your personal information, through a single uniform policy.**

- 1. We may collect non-public personal information about you from the following sources:**
  - Information we receive from you on your customer data sheet or other forms**
  - Information about your transaction with our Company and our affiliates.**
- 2. We do not disclose any non-public information about our customers or former customers to anyone, except as permitted by law**
- 3. We restrict the access to non-public personal information to those Employees who need to know the information in order to provide service to you.**
- 4. We maintain physical, electronic, and procedural safeguards to comply with the federal regulations to guard your personal information**

**Customer Acknowledgement: I (we) acknowledge that I (we) received a copy of this notice from Cobb's Tax & Financial Services on the date indicated below**

**Customer Name (printed)**

\_\_\_\_\_

\_\_\_\_\_

**Date:** \_\_\_\_\_