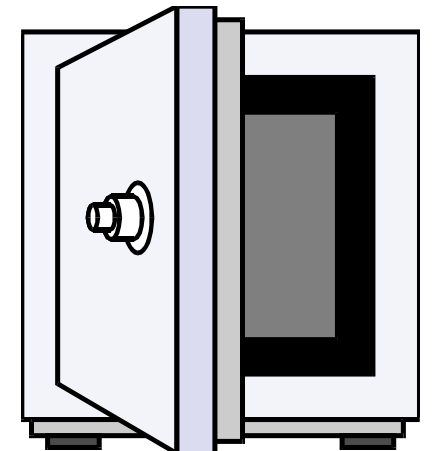


## **Privacy Policy**

In order to comply with the requirements of the Gramm-Leach-Bliley Act, our firm has produced this notification on our Privacy Policy.

### **We Respect Your Privacy**

Our mission is to provide you with superior services along with your peace of mind in knowing that we safeguard your personal information



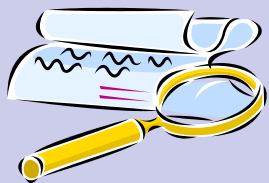
**D·H·SCOTT & COMPANY**  
CERTIFIED PUBLIC ACCOUNTANTS  
*a limited liability partnership*

900 Market Street  
Redding, CA 96001

## *Privacy Policy*

### **Professional Standards**

CPA's like all providers of personal financial services, are now required by law to inform their clients of their policies regarding privacy of client information. CPA's have been and continue to be bound by professional standards of confidentiality that are even more stringent than those required by law. Therefore, we have always protected your right to privacy.



## **Privacy Policy**

If you are like most citizens, privacy is a big concern for you. We want you to know that we at D.H. Scott & Company share this concern.

During the preparation of your tax returns and financial reports you share personal information with the partners and staff of D.H. Scott & Company. This might include information on applications, worksheets, tax organizers or other documents we use in preparing your taxes or financial reports. It also may include information we receive directly from third parties such as brokerage houses and banks regarding your accounts with them and information about your transactions.

We value your trust and make every effort to continue to build your confidence. Protecting your privacy is important to us and your personal information is only shared with those staff members with whom it is necessary to perform the service you have engaged us to do.

## **Confidentiality is Our Utmost Concern**

State and federal laws, and the standards of the CPA profession pledge us to keep your information confidential unless we are required by a legal authority to divulge the information, and then only after we have contacted counsel.

We do not share your personal information without your express written permission.

Your information is stored in a secure space and a secure computer system. We take our obligation to you very seriously and value your trust.



If you ever discontinue your client relationship with D.H. Scott & Company. We will be happy to furnish you with a copy of the information in our files and will continue to protect and treat the information that you have trusted us with as confidential.

The cost of reproducing the materials will be charged to you at our standard hourly rates. When your personal information is no longer needed, it is shredded and erased from our computer system.

Please call if you have any questions, because your privacy, our professional ethics, and the ability to provide you with the highest quality financial services are very important to us.

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