

Professional Services Co

Privacy Policy

We collect nonpublic personal information about you from the following sources:

- Information we receive from you in person, by telephone, mail, e-mail, tax organizers, worksheets, bank statements, legal documents and other documents we use in tax preparation.
- Information about your transactions with us, or others; and
- Information we receive from consumer reporting agencies, such as your credit history and outstanding loan balances.

We do not share nonpublic personal information about you with anyone without your express consent, except as permitted by law. We will require written authorization from you to disclose any information to any outside source.

We restrict access to nonpublic personal information about you to members of our firm who need to know that information to provide services to you. We maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

Should you become an inactive client or should our relationship end, we will continue to protect the confidentiality and security of your personal information in accordance with this privacy policy.

It has always been our policy to NOT disclose anything about you, to anyone, without your written permission.