

Privacy & Confidentiality Statement

Nationwide Real Estate Tax Service, Inc. has created this privacy & confidentiality statement in order to demonstrate our firm commitment to privacy. The following discloses the information gathering and dissemination practices for these Web sites: nationwidecompliance.com and taxtie.com.

- **Information Automatically Logged**

We use your IP address to help diagnose problems with our server and to administer our Web sites. These IP addresses are logged by ISP and only used to determine the nature of a problem if one were to arise. This information is for internal use only. We do not sell or market this information to any third party companies.

All lender data sent over the Internet is done through a secure connection (SSL), which encrypts the data. Clients are assigned unique login ID and passwords to access Nationwide's online ordering system. Nationwide maintains current firewall and anti-virus protection software to protect its servers and data storage systems.

- **Registration Forms**

Our site's registration form requires users to give us contact information (like their name, email, and postal address), and unique identifiers (like a password that has been assigned or that they have chosen). Contact information from the registration forms is used to deliver services and provide information about our company. The customer's contact information is also used to get in touch with the customer, when necessary. Unique identifiers (such as login names and passwords) are collected from Web site visitors for use as account numbers in our record system.

- **Order Forms**

Our sites use an order form for customers to request information, products, and services. We collect contact information (like their postal address and phone number). Contact information from the order forms is used to deliver services and provide information about our company. The customer's contact information is also used to get in touch with the customer, when necessary.

- **External Links**

These sites may contain links to other sites. Nationwide Real Estate Tax Service, Inc. is not responsible for the privacy practices or the content of such Web sites.

- **Children's Privacy**

Protecting the privacy of children is especially important to us. We do not issue logins to, or collect personal information from, children on our website. For more information about the Children's Online Privacy Protection Act (COPPA), visit the Federal Trade Commission website at www.ftc.gov.

- **Data Quality/Access**

These sites give users the following options for viewing, changing, and/or modifying information previously provided:



REAL ESTATE TAX SERVICE, INC.

425 Tesconi Circle • Santa Rosa, CA 95401
Phone: (707) 528-7852 • (800) 528-7803 • Fax: (707) 528-1420
www.nationwidecompliance.com

- View Orders
- Delete Orders
- Add Services
- Place New Order
- View Reports
- Manage Users (add/delete, assign security levels, change passwords)
- View Audit Reports

Certain user security levels restrict access to these options. Changes and modifications to data once the order is placed is restricted across all security levels. Users can send an email to tax@nationwidecompliance.com to request data adjustments.

• **Contacting the Web Site**

If you have any questions about this privacy & confidentiality statement, the practices of these sites, or your dealings with the Web sites, you can contact: tech@nationwidecompliance.com

• **Use and Ownership of Information**

Nationwide may store, disclose, and use information obtained by Nationwide to the extent and only in such manner that such storage, disclosure, and use shall be for purposes of performing the obligations of Nationwide or for purposes permitted under federal, state, or local statutes, regulations, and requirements applicable to Nationwide, including but not limited to the Fair Credit Reporting Act, Title V, Subtitle A of the Gramm-Leach-Bliley Act (“GLBA”), their implementing regulations, and this subsection. In addition, Nationwide shall not compile, or rent or sell to others, any lists containing nonpublic personal information (as that term is defined in the GLBA) to be used for direct marketing purposes.

Nonpublic Personal Information (“NPPI”) about Customer’s customers which is disclosed to Nationwide will be used only for allowable purposes, pursuant to the GLBA.

Nationwide maintains appropriate administrative, technical and physical safeguards for all customer records and information Customer discloses to Nationwide. These safeguards will (1) insure the confidentiality of customer records and information; (2) protect against any anticipated threats or hazards to the security or integrity of such records; and (3) protect against unauthorized access to or use of such records or information that would result in substantial harm or inconvenience to any customer, as required by Section 501 (b) of the GLBA (15 U.S.C. Section 6801 (b)).

• **Record Keeping**

All hard copy client data that is no longer required is shredded on site. Nationwide’s premises are protected by alarm. Further elements of security, data storage, and protection can be viewed in our Business Recovery Plan upon request. Further elements of our commitment to provide discrete service to our clients can be found in our online Privacy Policy and Terms and Conditions as well as our Service Contract, which can be viewed upon request.