



PRIVACY POLICY

To Our Valued Clients and Customers:

Your privacy is important to us; therefore, we have adopted the following privacy policy to demonstrate our commitment to the protection of your privacy.

We collect non-public personal information about you from various sources, including the following:

- Information we receive from our interviews with you regarding your desire and ability to sell or purchase real estate.
- Information that may be provided by you on application forms or by other means, such as name, address, telephone number(s), social security number, income, debt, and other information related to real property, and other information related to a real estate transaction.
- Other confidential information that may be disclosed to us concerning such things as motivation to buy or sell, information beyond the standard disclosures required by law that may affect real property, and other personal information.

We do not disclose any non-public information about our clients or former clients to anyone, except as requested by them or as required by law.

We restrict access to non-public personal information about you to those employees who need to know that information to provide products or services to you. We maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your non-public personal information.

If you have any questions about our Privacy Policy, please contact us.

Respectfully,

Heather Bottorff, Managing Broker

Joe Bottorff, Owner