

# PRIVACY STATEMENT



We have created this Privacy Statement to demonstrate our firm's continuing commitment to the privacy of personal information provided by our applicants, residents, and cosigners. We hold the privacy of your personal information in the highest regard. The following discloses our information gathering and dissemination practices during the entire rental process.

This policy will be continuously assessed against new technologies, business practices, and our customers' needs.

## **How Do We Use the Screening Information That You Provide to Us?**

We use the information provided to us during the resident and/or cosigner screening process for the main purpose of qualifying the applicant to meet our Screening Policy. However, once an applicant signs the lease and is a resident or a cosigner to one of our rentals, we, our clients, and our affiliates may use the information gathered for the purposes of collecting any outstanding balances.

All paperwork is secure and held in our office or in our off-site storage facility. When it is time to discard any files, especially those with identifiable information, we use a professional shredding company.

Furthermore, all of our staff have undergone a criminal background check and have clean records as of their hire date. In addition, our office has a burglar alarm system with central station monitoring.

## **Sharing and Selling Information**

We do not share, sell, lend, or lease any of the information that we have gathered during the screening process.

## **What About Legally Compelled Disclosure of Information?**

We may disclose information when legally compelled to do so; in other words, when we, in good faith, believe that the law requires it or it is for the protection of our legal rights. We may also disclose account information when we have reason to believe that disclosing this information is necessary to identify, contact, or bring legal action against someone who may be violating our rental agreements or to protect the safety of our users and the public.

## **Policy Modifications**

We may change this Privacy Policy from time to time. We will post any changes on our website, so be sure to check back periodically. However, please be assured that if the Privacy Policy changes in the future, we will not use the personal information that you have submitted to us under this Privacy Policy in a manner that is materially inconsistent with this Privacy Policy, without your prior consent.

## **Partner Privacy Policies**

Here are the links to our Partner Privacy Policies:

- **AmRent:** We partner with AmRent for our residential rental, commercial rental, and all cosigner applications and credit reports: [https://www.amrent.com/privacy\\_policy.html](https://www.amrent.com/privacy_policy.html)
- **Rent Manager:** We partner with Rent Manager for our property management software: <https://www.rentmanager.com/privacy-statement/>