



Corcoran & Havlin Insurance Agency, Inc. • 287 Linden Street, P.O. Box 9011, Wellesley, MA 02482-9011  
Tel. 781 235-3100 • Fax: 781 235-7190

## **CONSUMER PRIVACY POLICY NOTICE**

Corcoran & Havlin Insurance Group respects the trust placed in us by our customers. We have carefully established and implemented strict policies and procedures to protect your personal information in compliance with federal regulations. The Gramm-Leach-Bliley Act, and the laws of this state.

### ***The Personal Information We Collect:***

- Applications, forms, questionnaires, medical statements, and other information that you provide to us, whether in writing, in person, by telephone, electronically or by any other means. This information may include your name, address, social security number, driver's license number, medical history and some employment information.
- Information about your transactions with us, our affiliates or others we may receive from governmental agencies or independent reporting agencies. This may include motor vehicle reports, prior loss claim reports, property inspections, payment history from insurance companies and insurance policy account balances.
- **We do not sell or share your information with anyone for marketing purposes.**

### ***The Personal Information We Share:***

We do not disclose any nonpublic personal information about our customers or former customers to anyone, except as permitted by law. We may disclose the personal information we collect to affiliated and nonaffiliated parties for processing and servicing your insurance needs such as property and automobile appraisers, auditors, claim related services (glass companies, automobile rental companies, fire restoration).

### ***Confidentiality and Security of Personal Information:***

Access to nonpublic personal information about you is limited to those employees who need to know that information in order to provide products or services to you or on your behalf. We maintain physical, electronic and procedural safeguards that comply with federal standards to guard your nonpublic personal information including information collected through our web site. Corcoran & Havlin Insurance Group is committed to protecting the privacy of its customers while serving their needs. If you decide to cancel your insurance and become an inactive customer with our agency, we will continue to adhere to the privacy policies and practices described in this notice.

### ***Changes in Privacy Policy:***

Corcoran & Havlin Insurance Group may choose to modify this policy at any time. If we make any substantial changes in the way we use or disseminate confidential information, we will notify you.

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*Main Office:*  
287 Linden Street  
P.O. Box 9011  
Wellesley, Massachusetts 02482  
(781) 235-3100 Fax: (781) 235-7190

[www.chinsurance.com](http://www.chinsurance.com)



*Branch Office:*  
77 North Street  
P.O. Box 219  
Medfield, Massachusetts 02052  
(508) 359-5555 Fax: (508) 359-8779