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## OUR COMMITMENT TO YOUR PRIVACY

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### **YOU can control how we handle your personal information.**

We want you to know that you do have choices in this matter. You could refuse to allow us to obtain, use or share your personal information or you could also withdraw a previously given consent at any time.

However by doing so, depending on the situation, you may be limiting or even preventing our ability to provide you with the product or service you desire. For example, if you do not allow us to obtain information about your driving record, it is unlikely that we will be able to provide you with automobile insurance.

We'll be happy to discuss particular situations with you to help you with your decision.

### **Contact Information and Resources:**

We are committed to treating you with respect and courtesy, and providing the highest level of service.

Please contact our Privacy Officer at the address below if you:

Wish to access your personal information.

Wish to change your consent to the ways in which we may collect, use or disclose your personal information.

Have a complaint about our privacy policies, or the manner in which we've handled your personal information.

Have any other questions about our privacy policies, wish to obtain a copy of our *Personal information Policy & Procedure Handbook*, or request additional information.

We will respond to you promptly and do our utmost to resolve your concerns. To find out more about federal privacy laws, please contact the Office of the Privacy Commissioner at 1-800-282-1376 or visit their website at [www.privcom.gc.ca](http://www.privcom.gc.ca)

### **Apperson Insurance Brokers Limited**

295 Northfield Drive. E.

Waterloo, Ontario N2J 4G8

Privacy Officer: Steve Apperson

Tel: [519-747-4256](tel:519-747-4256) or 1-800-7100-9771

Email: [steve@appersoninsurance.com](mailto:steve@appersoninsurance.com)