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## PRIVACY NOTICE

Provenance Wealth Advisors strongly believes in protecting the confidentiality and security of information we collect about you. This notice describes our privacy policy and describes how we treat the information we receive, "Information" about you.

Why We Collect and How We Use Information: We collect and use information for financial planning activities involving you. These include cash flow, risk management, tax, investment, estate and retirement planning.

**How We Collect Information:** We get most information directly from you during our initial data gathering process and subsequently, during our on-going relationship, as the need arises. If we need to verify information or need additional information, we may obtain information, with your permission, from third parties such as adult family members and other professional advisors.

**How We Protect Information:** We treat information in a confidential manner. Our employees are required to protect the confidentiality of information. Employees may access information only when there is an appropriate reason to do so, such as prepare analysis or reports for your benefit. We also maintain physical, electronic and procedural safeguards to protect information; these safeguards comply with all applicable laws. Employees are required to comply with our established policies.

**Information Disclosure:** With your permission, we may disclose any information when we believe it is in your best interest and when disclosure is required by law. For example, information may be disclosed to other professionals (e.g., accountants and attorneys) and professional firms (e.g., insurance firms) to enable them to provide information and planning service for us, such as helping us to evaluate your risk management, tax and estate planning needs. Information may be disclosed to financial intermediaries to assist us in processing a transaction requested by you. Information may also be disclosed for audit purposes; or to law enforcement and regulatory agencies. For example, to help us prevent fraud, we may make other disclosures of information as required and permitted by law.

Access to and Correction of Information: Upon your request, we will make available your information for review. If during such a review or in the course of our regular meetings and discussions you find we have incorrect information, we will generally make any corrections you request. The only exception, in accordance with legal requirements, information collected in connection with, or in anticipation of, any claim or legal proceeding will not be made available. If you notify us that the information is incorrect, we will review it. If we agree, we will correct our records. If we do not agree, you may submit a short statement of dispute, which we will include in any future disclosure of information.

**Further Information:** In keeping with the requirements of a recently enacted federal law establishing new privacy standards for all financial services related firms, we will update you with our current privacy policy on an annual basis. In addition to our general policy, you may have additional rights under other applicable laws. As always, should you have any question or concerns with this policy (or any issues about our firm), please give us a call or drop us a note.