

**Important Information
For your privacy**

Your Records Are Safe With Us

We collect non public personal information about you from the following sources:

- Information we receive from you on applications, tax preparation worksheets, other documents we use in preparing your tax return, or other forms;
- Information about your transactions with us and others; and
- Information we receive from a consumer reporting agency.

We do not disclose any personal information about you to anyone, except as permitted by law.

If you decide to become an inactive customer, we will adhere to the privacy policies and practices as described in this notice.

We restrict access to your personal and account information to those employees who need to know that information to provide services to you. We maintain physical, electronic, and procedural safeguards that comply with federal standards to guard your personal information.

Your confidence in us is important and we want you to know that your personal and account information is safe. If you have any questions or concerns, please contact us.

Lillian's Professional Services
Lillian T Bowman & Staff