

# Ottawa County Abstract & Title Co.

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17 S. Main Street  
Miami, OK 74354

## OCCAT Privacy Policy

In order to better serve your needs, Ottawa County Abstract & Title Co. may ask you to provide us with certain information. We recognize and respect the privacy expectations you, our customer, have and we understand the concerns you may have about what we will do with private information. We believe you have a right to know how we use your non-public personal information and to whom we disclose your non-public personal information. This Privacy Policy provides you with an explanation of how we handle your non-public personal information. We reserve the right to change this Privacy Policy from time to time consistent with the applicable privacy laws.

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

- from applications or other forms we receive from you or your representative
- from communications with you in writing, in person, by telephone, or other means
- from your transactions with or from the services being performed by us, or our affiliates
- from our internet website
- from consumer reporting agencies

We may share your non-public personal information:

- with our affiliates
- with agents, brokers, or representatives to provide you with the products or services you have requested
- with third party contractors or service providers who provide services on our behalf
- when you direct us or give us permission
- when we are required or permitted by law to do so, or when we suspect fraudulent or criminal activities

We may securely store your non-public personal information indefinitely, including after any customer relationship has ceased. If your non-public personal information is not stored, it will be securely destroyed.

We will do our best to ensure that no unauthorized parties have access to any of your non-public personal information. We limit access to non-public personal information about you to those individuals and entities who need to know that information to provide products or services which you have requested. We maintain physical, electronic, and procedural safeguards that comply with federal and state regulations.

We will NEVER sell your non-public personal information, or use it for any purpose other than to provide products or services which you have requested.