

LePhew Financial Services, Inc.

Privacy Policy and Principles

We want to assure all of our clients that whenever information is used, it is done with discretion. The safeguarding of client information is an issue we take seriously at LFS. To affirm our continuing commitment to the proper use of client information, we have set forth the following Privacy Principles. These Privacy Principles guide us in serving the privacy needs of our clients.

Recognition of a Client's Expectation of Privacy: At LFS, we believe the confidentiality and protection of client information is one of our fundamental responsibilities. And while information is critical to providing quality service, we recognize that one of our most important assets is our clients' trust. Thus, the safekeeping of client information is a priority for LFS.

Use, Collection, and Retention of Client Information: LFS limits the use, collection, and retention of client information to what we believe is necessary or useful to conduct our business, provide quality service, and offer products, services, and other opportunities that may be of interest to our clients. Information collected may include, but is not limited to: name, address, telephone number, tax identification number, date of birth, employment status, annual income, and net worth.

Maintenance of Accurate Information: LFS recognizes that it must maintain accurate client records. Therefore, procedures have been established to maintain the accuracy of client information and to keep such information current and complete. These procedures include responding to requests to correct inaccurate information in a timely manner.

Limiting Employee Access to Information: At LFS, employee access to personally identifiable client information is limited to those with a business reason to know such information. Employees are educated on the importance of maintaining the confidentiality of client information and on these Privacy Principles. Because of the importance of these issues, all employees are responsible for maintaining the confidentiality of client information and employees who violate these Privacy Principles will be subject to disciplinary measures.

Protection of Information via Established Security Procedures: LFS recognizes that a fundamental element of maintaining effective client privacy procedures is to provide reasonable protection against the unauthorized access to client information. Therefore, we have established appropriate security standards and procedures to guard against any unauthorized access to client information.

Restrictions on the Disclosure of Client Information: LFS does not share client information with unaffiliated companies. If a company provides a product or service that may benefit our clients, we will educate our clients about the product to the best of our abilities and then suggest future discussions happen between the unaffiliated company and our client.

Disclosure of Privacy Principles to Customers: LFS recognizes and respects the privacy expectations of our clients. We want our clients to understand our commitment to privacy in our use of client information. As a result of our commitment, we have developed these Privacy Principles which are provided annually to our clients. Clients who have questions about these Privacy Principles or have a question about the privacy of their client information should call our office at 803-329-5125.

These Privacy Principles apply to individuals, and we reserve the right to change these Privacy Principles, and any of the policies or procedures described above, at any time without prior notice. These Privacy Principles are for general guidance and do not constitute a contract or create legal rights and do not modify or amend any agreements we have with our clients.