

## NOTICE OF PRIVACY POLICY AND INSURANCE INFORMATION PRACTICES

### **Rooney Insurance Agency, Inc.**

In accordance with the requirements of the Gramm-Leach-Bliley Act of 1999, the following notice describes our policies and practices with regard to collecting and disclosing Nonpublic Personal Information and Protected Confidential Information about our prospects, customers, and former customers.

#### ***Information We Collect***

We collect nonpublic personal information and protected confidential information about you from a variety of sources including:

- Data that we receive on applications and other forms (such as, but not limited to, your name, social security number, telephone numbers, income, etc.);
- Data concerning your transactions with us, our affiliates, or others (such as, but not limited to, prior claims, coverage, payment history, etc.);
- Data that we receive from a consumer reporting agency (such as, but not limited to, credit history, credit worthiness, and driving records);
- Data that is received from you when you visit our Internet site and send e-mail to us.

In the course of providing a variety of employee benefit programs, we may become aware of medical or demographic information of a personal nature. In addition to complying with the State of Oklahoma Privacy Regulations, we will comply with the Health Insurance Portability and Accountability Act of 1996 and maintain all information according to the Gramm-Leach-Bliley Act.

#### ***Confidentiality and Security***

Access to nonpublic personal information and protected confidential information about you is restricted to only those employees in our organization who need to know that information to provide products and services to you. All appropriate physical, electronic, and procedural safeguards that comply with federal regulations are used to guard your nonpublic personal information and protected confidential information.

#### ***Disclosure of Information***

Nonpublic personal information and protected confidential information about you, our prospects, our customers, or our former customers is not disclosed to anyone except as permitted by law.

#### ***Accuracy of Information***

All reasonable efforts are taken to maintain the accuracy of all data we collect. If you believe that any information we possess is inaccurate you may request that we amend, correct or delete that information. Appropriate steps will be taken to correct, amend, or delete the information in question until we are both in agreement on its accuracy.

#### ***Future Changes to this Privacy Policy and Insurance Information Practices Notice***

Rooney Insurance Agency, Inc. reserves the right to change our Privacy Policy and Insurance Information Practices. If we make any substantial changes to our policies or practices in this regard, we will provide you with a copy of the revised notice as required by law.

If you have any questions about this document, please write us at the address shown below:

**Rooney Insurance Agency, Inc.**  
**4700 S. Garnett, Suite 200**  
**Tulsa, OK 74146**