

## THERESA L REESE CPA PLLC

### PRIVACY POLICY

Your privacy is very important to us. We maintain physical, electronic, and procedural safeguards to protect information and systems from unauthorized access, use, or disclosure of your Personally Identifiable Information and sensitive financial data that comply with the State of Texas and Federal Regulations.

We restrict access to Personally Identifiable Information concerning you, except to our employees who need such information in order to provide services to you.

THERESA L REESE CPA PLLC collects nonpublic Personally Identifiable Information and sensitive financial data about you from various sources, including:

- Interviews regarding your tax situation,
- Applications, organizers, or other documents that supply such information as your name, address, telephone number, Social Security Number, number of dependents, income, and other tax-related data,
- Tax-related documents you provide that are required for processing tax returns, such as Forms W-2, 1099R, 1099-INT and 1099-DIV, and stock transactions.

THERESA L REESE CPA PLLC and its employees do not disclose any nonpublic Personally Identifiable Information about our clients or former clients to anyone, except as requested by you, our (active or former) clients, or as required by law.

If you have any questions about our privacy policy, contact our office at 817.360.0790