#### A.WILLIAMS & CO.

#### PRIVACY POLICY STATEMENT

### **PRIVACY POLICY**

# Our Commitment to Privacy.

Welcome to A.Williams & Co. firm which is associated with our web site www.williams-law.org (the "Site"). We are registered under the Data Protection Act 1998 with the Information Commissioner under registration No. Z9723859. For the purposes of this Policy the terms "we," "us," "our Company," and "Company" refer to A.Williams & Co. and all of our affiliates. "You" refers to you, as a user of this site. Explained in this section is our policy regarding any personal information you might supply to us when you visit our web site(s). Our Privacy Policy (the "Policy") was developed as an extension of our commitment to combine the highest-quality services with the highest level of integrity in dealing with our customers and partners. This Policy is designed to assist you in understanding how we collect, use and safeguard the personal information you provide to us and to assist you in making informed decisions when using our Site and our products and services. This statement will be continuously assessed against new technologies, business practices and our customers' needs.

# Your Consent.

Upon becoming a Client or by using our Site, you consent to our collection and use of your personal information as described in this Privacy Policy. Our firm's Privacy Policy applies to individuals and all other users of the site to ensure we carry out our services on your behalf and carry out the necessary relevant due diligence to reduce fraud and money laundering. We reserve the right to change this Privacy Policy, along with related procedures, at any time.

## Collection, Use and Retention of Client Information.

When you visit our Site you may provide us with two types of information:

- 1) Personal information you knowingly choose to disclose that is collected on an individual basis; and
- 2) Web site use information collected on an aggregate basis as you and others browse our Site.

# 1. Personal Information - Our Use of Information That You Provide Us.

# A. General Policy.

Broadly speaking, we use personal information for purposes of administering our business activities, providing customer service and making available other products and services to our customers and prospective customers. Occasionally, we may also use the information we collect to notify you about important changes to our Site, new services and offers we think you will find valuable. The lists used to send you product and service offers are developed and managed under our traditional corporate standards designed to safeguard the security and privacy of our customers' personal information. If you desire not to receive these offers, please SEND AN EMAIL TO AWILLIAMS@WILLIAMS-LAW.ORG WITH "REMOVE US FROM OFFERS".

#### B. Credit Card Information.

If you choose to purchase services from our Company, you may need to give personal information and authorization to obtain information from various credit services. For example, you may need to provide the following information:

Name
Mailing address
E-mail address
Credit card number
Home and/or business phone number
Other personal information (i.e., mother's maiden name)
Email Information

#### C. E-Mail.

If you choose to correspond with us through e-mail, we may retain the content of your e-mail and our response so that we can more efficiently handle any follow-up questions you may have.

## D. Online Applications.

When you apply on the Site for services, you provide personal information that is necessary for us to process your application. A. Williams & Co., along with our affiliates, may keep the information you provide to us, along with information we collect from outside sources, so that we can offer services related to your financial needs.

## E. Online Surveys.

This information you may provide to Company via online surveys and client feedback to the office or to the Site will be used for internal marketing purposes, including for the development of new services and information on the Site.

#### 2. Web Site Use Information.

Similar to other commercial web sites, our Site and offices utilizes a standard technology called "cookies" and web server logs to collect information about how our Site is used.

#### A. What Are Cookies?

"Cookies" are a feature of web browser software that allows web servers to recognize the computer used to access a web site. They are small pieces of data that are stored by a user's web browser on the user's hard drive. Information gathered through cookies and web server logs may include information such as date and time of visits, the pages viewed, time spent at the Site, and as the web sites visited just before and just after our Site. Cookies can remember what information a user accesses on one web page to simplify subsequent interactions with that web site by the same user or to use the information to streamline the user's transactions on related web pages. This makes it easier for a user to move from web page to web page and to complete commercial transactions over the Internet. Cookies should make your online experience easier and more personalized.

## B. How We Use Information We Collect from Cookies.

We use web site browser software tools such as cookies and web server logs to gather information about our Site user' browsing activities in order to constantly improve our Site and between serve our customers. This information assists us to design and arrange our web pages in the most user-friendly manner and to continually improve our Site to better meet the needs of our customers and prospective customers. We do not use these technologies to capture your individual e-mail address or any personally identifying information about you although they do permit us to send focused online banner advertisements or other such responses to you.