

Depository Trust Company of Delaware LLC dba Delaware Depository™ is committed to safeguarding company and/or personal information provided to us. This Privacy Policy describes how we handle and protect information we collect about companies and individuals who apply for or receive our services. The provisions of this notice apply to former customers as well as our current customers.

Why and How We Collect Information

When you apply for or maintain an account with Delaware Depository, we collect information for business purposes, such as evaluating your needs, processing your requests and transactions, informing you about services that may be of interest to you, and providing customer service. The information we collect about you includes:

- Information you provide to us on applications and other forms;
- Information about your transactions with us and with our affiliates;
- Information we receive from other entities not affiliated with Delaware Depository; and
- Information you provide to us to verify your identity.

How We Protect Information

We limit access to your information to those employees who need to know in order to conduct our business, service your account, and help you accomplish your objectives. Our employees are required to maintain and protect the confidentiality of your information and must follow established procedures to do so. We maintain physical, electronic and procedural safeguards to protect your information. We do not rent or sell your name or information to anyone.

Sharing Information With Our Affiliates

We may share information described above with our affiliates for limited business purposes, such as to perform services for us or on our behalf, provide data processing, and as permitted by applicable law.

We do not share information with affiliates for sales or marketing purposes.

Disclosure to Non-Affiliated Third Parties

In order to support the services we provide you, we may share the information described above with third-party service providers not affiliated with us, such as companies under contract to perform services for us or on our behalf, vendors that prepare and mail statements and transaction confirmations, and vendors that provide data processing, computer software maintenance and development.

These companies acting on our behalf are required to keep your information confidential.

Also, we may disclose information with non-affiliated companies and regulatory authorities as permitted or required by applicable law. For example, we may disclose information to cooperate with regulatory authorities and law enforcement agencies to comply with subpoenas or other official requests, and as necessary to protect our rights or property.

Accessing and Revisiting Your Information

We endeavor to keep our customer files complete and accurate. We will give you reasonable access to the information we have about you. Most of this information is contained in account statements that you receive from us and applications that you submit to obtain our services. We encourage you to review this information and notify us if you believe any information should be corrected or updated. If you have a question or concern about your information or this privacy notice, please contact your Delaware Depository representative.