



## **PRIVACY POLICY**

At IWP Wealth Management LLC d/b/a IWP Family Office (“IWP”), we are committed to preserving the confidentiality of your personal information. Respecting and protecting client privacy is vital to our business and the following policy is intended to help you better understand our commitment to keeping client information private and secure.

### **Our commitment to your privacy**

We take our responsibility to protect the privacy and confidentiality of our client information very seriously. We maintain physical, electronic, and procedural safeguards to store your information and secure it against unauthorized access, alteration and destruction. Our control policies, for example, authorize access to client information only for employees and other individuals who need the information to complete their work.

Our employees are required to protect the confidentiality of your information and to comply with our established policies. They may access information only when there is an appropriate reason to do so. Employees who violate our Privacy Policy are subject to disciplinary action.

### **Extent of our Privacy Policy coverage**

We provide our Privacy Policy to clients when they open a new account and annually thereafter. If we materially change our Privacy Policy, we will notify you. This Privacy Policy applies to the relationships of both current and former clients of IWP.

### **How we collect information about our clients**

We obtain most of our information from you when you apply for, access, and use the services offered by IWP. We limit the collection and use of information to the minimum necessary to provide superior service to you.

### **Why we gather client information**

We use the information we have about you to provide the best possible client service, offer more convenient access to our services, and make a wider range of services and investment options available to you. We do not disclose your personally identifiable information to third parties except as described in this Policy.

### **Disclosure of information for legal and routine business reasons**

We may disclose information when required to do so by law, such as disclosure to attorneys or other professionals. In addition, information may be disclosed for audit purposes or to law enforcement and regulatory agencies. Furthermore, we may disclose information to third party service providers to enable them to provide us with business services such as computer or data maintenance, transactions processing services, or other account maintenance services. Except in those specific limited situations, we will not make any disclosures of information to other companies who may want to sell



their products or services to you without your consent. We do not share mobile telephone number information with anyone for marketing or promotional purposes.

IWP may assist clients in obtaining a wide array of financial products and services such as loans, investments, and insurance. We will use the information we have about you, such as net worth, income tax, estate planning, and new account information to provide you with the full range of investment options and services available through IWP.

We believe that the use of your information by IWP employees will result in improved client service and responsiveness, increased access to new service offerings and early detection of unusual behavior that could help prevent unauthorized transactions or fraud within your account.

### **Security**

IWP maintains security standards and procedures that we continually update to safeguard against unauthorized disclosure of information or access to information about you. We restrict access to non-public personal information about you to those individuals who need to know that information to provide products and services to you. We maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your non- public personal information. In securing electronic records, we make extensive use of password protection, operate primarily using secure cloud based services, and retain encrypted backups of client data each day. In addition to our cloud based backup, we have a local encrypted backup for our electronic files. We also convert most paper documents to electronic format to protect against fire, flood, vandalism, and unauthorized access. All documents containing client identification or non-public personal information that are being discarded are shredded.

### **Transmission of Data**

We have a secure, encrypted connection when emailing with our primary custodian. In addition, we safeguard personal information through password protection and request phone conversations to communicate sensitive information when possible. Despite these safeguards, email communications are not completely secure. It is possible that email transmissions can be compromised resulting in unauthorized access by third parties.

### **In closing**

We reserve the right to change this Privacy Policy. The examples contained within this Privacy Policy are illustrations and they are not intended to be exclusive.

If you have any questions or comments about IWP's Privacy Policy, please contact us at [info@iwpfo.com](mailto:info@iwpfo.com).

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