

# D.B. Thomas Insurance

## BROKERS INC

Privacy Policy taken from [www.dbtins.com](http://www.dbtins.com)

### PRIVACY POLICY

At D.B. Thomas Insurance Brokers the protection of your personal information is one of our highest priorities. As a result of the Federal Privacy Act, effective January 1, 2004 we have taken steps toward safeguarding your personal information and ensuring your privacy is treated with the utmost respect. We promise our staff will only access your information on a need to know basis that will assist us in meeting your insurance needs.

Personal information, as defined in the Federal privacy Act, includes any factual or subjective information, recorded or not, about an identifiable individual. Information in any form, which includes the following but is not limited to:

- Name
- Date of Birth
- Claims History
- Occupation
- Medical History
- Contact Information
- Marital Status
- Driver's License number
- Payment history
- Property details relative to insuring your home

By seeking insurance throughout brokerage consent is implied for us to deal with your personal information in a respectable manner to provide you with a quote or issue a policy. We may collect this information through the individual who is seeking insurance with our Company and may ask for your consent over the telephone, in writing or in person. It will also be determined that consent has been given for our brokerage to contact motor vehicle and licensing authorities previous insurance companies, lessors and mortgagees to provide us with the proper information to issue a policy.

At D.B. Thomas we will only disclose the following information to the proper organizations:

We will provide your Insurance Company with a copy of your application so they can issue your policy.

If you are leasing a car, we provide the leasing company with a copy of your insurance policy to confirm that you have coverage for the vehicle and their interest is protected. If a mortgage or loan is declared, we provide the lending institution with a copy of your insurance policy to confirm that you have coverage for the vehicle or property and their interest is protected.

We will provide the appropriate financial institution with your credit card information or banking information so that the payment of your premium can be processed.

We will keep your personal information only as long as necessary to satisfy the purpose. Your personal information is properly disposed of upon termination of your insurance contract through our brokerage.

D.B. Thomas Insurance will not release any of your personal information, including your contract information to any other third party unless we are required to do so by law or you have given us specific permission to do so.

If you would like a complete copy of our privacy statement, please contact Darrell Thomas at [dbt@dbthomasins.com](mailto:dbt@dbthomasins.com). If you would like more information concerning the Federal Privacy Act, please visit their website at [www.privcom.gc.ca](http://www.privcom.gc.ca)