

PRIVACY POLICY

CONFIDENTIALITY OF MEMBER INFORMATION

(Adopted 11/99)

The protection of our members' privacy and the safekeeping of confidential information are of utmost concern to the credit union. As such, you can rely on our commitment to protect confidential information relating to your account.

Accuracy of Information:

The credit union will take reasonable precautions to protect the accuracy and reliability of your member information; however, you are responsible for updating your member record from time to time in order to assure its accuracy. The credit union will respond to your requests to update information on your account as quickly as possible.

Internal Procedures:

As part of our commitment to protect the confidentiality of your account information, the credit union has established procedures for periodically training staff on the importance of member privacy, and the credit union's privacy policy. The credit union also distributes a copy of the policy to new staff members as a part of their orientation.

Staff may access your account information only when necessary for business reasons.

The credit union has also established appropriate security standards to protect against unauthorized access to member information.

When Information May be Shared:

The credit union only shares information for legitimate business reasons, with the ultimate goal of bringing you greater convenience and more choices. Information will be shared only if the credit union determines that your interests would be served.

Personal financial information such as your account balance or loan information will never be shared except: (1) when necessary to complete a transaction, (2) when a third party is verifying the existence or condition of your account in accordance with applicable law, (3) when such disclosure is in compliance with the law, government agencies or court orders, (4) when you give us your written permission, or (5) to protect secured assets or the assets of the credit union.

Information shared with affiliates will be limited to contact information such as your name and address. Information obtained from outside sources (such as a credit bureau) will never be release by the credit union.

The credit union strives to assure that all affiliates maintain privacy standards comparable to our own; therefore, before sharing any information with an affiliate, the credit union will first obtain a written confidentiality statement from the affiliate

The credit union will not intentionally release any account information on accounts owned by minor members.

The credit union will not release confidential member information to agents of the state or federal government, except as required by law or under an appropriate legal writ.

Non-Disclosure of Information:

As a member at the credit union, you can be confident that the confidentiality of account information is the rule, not the exception. Although information collected in conjunction with a member's account remains the property of the credit union, members may choose to "opt out" of all information sharing by the credit union.

If you wish to opt out of information sharing by the credit union (including information, which could be in your best interests, and bring you greater convenience), please put your request in writing and send it to our main branch. Your request must include your account numbers, and should be signed. Due to data processing restraints, credit union members wishing to opt out will be excluded from all outside services. One account owner's request will be considered binding for the purpose of opting out, or opting back into the credit union's affiliate programs.

Opting out of the credit union's affiliate program will not eliminate information or solicitations from outside sources. If you would like to reduce the amount of advertising you receive from other companies, contact the Direct Marketing Association and have your name added to the Association's Mail Preference Service list of consumers who do not wish to be contacted by mail or via telephone for marketing purposes. Remember to include your name, address, and telephone number in your written request. Also provide all spellings and possible variations of your name, as well as the names of other persons living at your address. Be sure to sign and date your letter.

Mail Preference Service
c/o Direct Mail Marketing Association
P.O. Box 9008
Farmingdale, NY 11735-9008

The Direct Mail Marketing Association will retain your information for five years. At the end of that time, you will again have to submit your request to have your name added to the no-contact list.

Availability of Policy:

The credit union is proud of its commitment to member confidentiality, and will make this policy available to any consumer requesting it.

Complaints:

Because of the credit union's high commitment to confidentiality of member information, complaints relating to this policy, or the credit union's perceived own compliance with the policy, should be forwarded directly to the credit union's Manager or to a member of the credit union's Supervisory Committee for prompt consideration.

The Credit Union's Manager may be reached by calling the Credit Union at (206) 728-3040. Correspondence directed to the Credit Union's Supervisory Committee should be addressed to:

Port of Seattle Federal Credit Union
Attention: Supervisory Committee
46 So Nevada St
Seattle, WA 98134

Affiliate Confidentiality Statement

The Port of Seattle Federal Credit Union understands the importance of confidentiality to our members, and recognizes its role in safekeeping member information. Our standards are high, and we continue to take all reasonable precautions to protect our members' financial information, whether or not such information is available through other means.

Because of this commitment to our members, Port of Seattle FCU strives to assure that our business partners and affiliates exhibit appropriate regard for the confidentiality of member information. Affiliates wishing to receive any member information from the Port of Seattle Federal Credit Union must demonstrate their respect for the confidentiality of member information.

By signing this Affiliate Confidentiality Statement, you pledge that your organization:

- Will not share or distribute our members' personal financial information to any person or entity other than the member.
- Will not continue to distribute information to members who have expressed their desire to "opt out" of information sharing.
- Will respond promptly to credit union requests to remove members from your mailing or contact lists.
- Will establish appropriate security standards designed to protect against fraud and unauthorized access to member information.
- Will indemnify the credit union for losses resulting from a breach of this agreement.

Signed

Date

Position/Title

Company Name