

# Privacy Policy

This is the privacy policy of Wardlaw Claims Service, LLC and its subsidiaries, affiliates, and/or related companies, including without limitation Wardlaw Consulting Services, Inc. and WCS Services, LLC (hereinafter collectively referred to as “Wardlaw” or the “Company”).

We at Wardlaw know you care about how your personal information is used and shared, and we take your privacy seriously. This Privacy Policy discloses the Company’s privacy policies and practices. By using or accessing our website, services and applications (the “Services”) in any manner, you acknowledge that you accept the practices and policies outlined in this Privacy Policy, and you hereby consent to our collection, use and sharing of your personal information in the ways disclosed below. Your use of Company Services is always subject to this Privacy Policy.

This privacy notice applies personally identifiable information (“Personal Information”) that we gather when you are accessing or using our website or other Services, but not to the practices of companies we don’t own or control. This Privacy Policy notifies you of the following:

1. What personally identifiable information is collected, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security of your data.

This notice does *not* apply to the personal information of our employees, contractors, or job applicants.

This notice also does *not* apply to consumers’ personal information that the Company processes in connection with the insurance adjusting and related services that it provides to insurance carriers. Personal information that a consumer provides to its insurance carrier is subject to the insurance carrier’s privacy policy. With respect to such consumer information, the Company acts solely as a processor/service provider and the Company follows the instructions provided by the insurance carrier.

## Information Collection, Use, and Sharing

- **Information You Provide**

We collect personal information that you knowingly provide to us. We will not sell or rent this information to anyone.

We will use your personal information to respond to you regarding the reason you contacted us.

- **Sharing of Some Personal Information**

Some Personal Information may be shared with third parties that we work with to run our website and contact / application forms.

We reserve the right to access, read, preserve, and disclose any information that we believe is necessary to comply with law or court order; to enforce or apply our terms of use and other agreements; or to protect the rights, property or safety of the Company, our employees, our customers, or others.

## **Your Access to Personal Information**

You may opt out of any future contacts from us at any time. If we have reached out to you through email for marketing and promotional purposes, then you may unsubscribe using the link provided in the email. If you have questions about viewing, updating, or removing the Personal Information that we have on file about you, please email your request to [brent@wardlawclaims.com](mailto:brent@wardlawclaims.com) with the subject line, "Personal Information Request."

## **Security**

We endeavor to protect the privacy of your Personal Information that we hold in our records, but unfortunately, we cannot guarantee complete security. Unauthorized entry or use, hardware or software failure, and other factors, may compromise the security of user information.

## **Links**

To the extent that the Company's website contains links to other websites, we are not responsible for the content or privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of any other site that collects personally identifiable information.

## **Contact Information**

If you have any questions or concerns regarding our privacy policies, please call Wardlaw's Director of IT, Brent Snider, at 254-236-6031, ext. 9027, or send a detailed message to [brent@wardlawclaims.com](mailto:brent@wardlawclaims.com) and we will try to resolve your concerns.