



Consumer Privacy Disclosure

Date: _____

iScribe Closing Services Inc., a Colorado corporation (“iScribe”) is providing this Consumer Privacy Disclosure (“**Disclosure**”) to the Seller and Buyer identified below in connection to the closing services that iScribe will be providing in connection with the agreement identified below (“**Contract**”).

Buyer(s) Name(s): _____

Seller(s) Name(s): _____

Date of Contract: _____

Overview

This Disclosure is being provided to you in regard to certain nonpublic personal information (“**NPI**”) that you will be providing to iScribe in connection with the closing services that are to be provided for the Contract.

Types of Information We Collect

NPI includes any personally identifiable financial information that iScribe collects about an individual in connection with providing these services, which may include, without limitation, your name, address, Social Security number, account numbers, or other information on an application or other necessary documents.

What We Do with that Information

iScribe will use any NPI that you provide only for purposes of facilitating the closing and/or disbursement of funds under the Contract and for obtaining necessary approvals associated with the Contract. iScribe will not share your NPI with any non-affiliated third parties without your permission. Examples of what we may use your NPI for include performing credit checks, searching for any liens or encumbrances that have been filed against the subject property, facilitating transfers of utilities accounts, sending and receiving account transfers related to escrow deposits, and applying for residency in the park where the manufactured home is located (which may include background checks). iScribe will use commercially reasonable practices to safeguard the privacy and security of the NPI you provide to us, including limiting access to information to only employees who need to use the NPI for the purposes described above, storing paper files stored in a secure location, storing electronic files on password protected computers with up-to-date security software, and working with trusted affiliate companies for any searches such as credit checks. While iScribe uses commercially reasonable practices to safeguard NPI, no method of transmission or storage is completely secure, and iScribe does not guarantee absolute security of such NPI. If you have any questions about our use of NPI or would like to receive additional information about any of the topics discussed in this Disclosure, you can contact iScribe at 303-301-9922 or by email at Info@iScribeclosing.com.

Certain services described above may be performed by third-party providers engaged by iScribe. iScribe does not control and is not responsible for the acts or omissions of such third-party providers, provided that iScribe has selected such providers using commercially reasonable standards.



Limitation of Liability

To the maximum extent permitted by law, iScribe shall not be liable for any damages arising out of or related to the use, disclosure, loss, or unauthorized access of NPI, except to the extent directly caused by iScribe's gross negligence and willful misconduct.

Governing Law

This Consumer Privacy Disclosure shall be governed by and construed in accordance with the laws of the State of Colorado, without regard to conflict of laws principles.

Consent and Authorization

By signing below, the undersigned acknowledge that they have read and understand this Consumer Privacy Disclosure and expressly authorize iScribe to collect, use, disclose, and transmit nonpublic personal information as described herein.

By: _____

By: _____

Name: _____

Name: _____

Date: _____

Date: _____