

## **Privacy Notice**

### **ETF Portfolio Partners, Inc.**

This notice is being provided to you in accordance with the Securities and Exchange Commission's rule regarding the privacy of consumer financial information ("Regulation S-P").

#### **INFORMATION WE COLLECT**

ETF Portfolio Partners must collect certain personally identifiable financial information or non-public personal information about its clients to ensure that it offers the highest quality of service. The non-public personal information which we gather during the normal course of doing business with you may include:

- Information reported by you on applications or other forms you provide us.
- Information about your transactions with us, our affiliates, or others; and
- Information we receive in conversations and emails with you.

#### **INFORMATION WE DISCLOSE**

We do not disclose any non-public personal information about our clients or former clients to anyone, except as required by law. In accordance with Section 248.13 of Regulation S-P, we may disclose all of the information we collect, as described above, to certain non-affiliated third parties such as attorneys, accountants, auditors and persons or entities that are assessing our compliance with industry standards. We will disclose information about you only as described above, directed by you or as required by law.

#### **INFORMATION SAFEKEEPING**

ETF Portfolio Partners will internally safeguard your non-public personal information by restricting access to only those employees who provide products or services to you or those who need access to your information to service your account. In addition, we will maintain physical, electronic and procedural safeguards that meet federal and/or state standards to guard your non-public information.

ETF Portfolio Partners employees are required to sign an Employee Privacy Agreement at the start of their employment. In addition, on an annual basis, employees receive a copy of the Privacy Notice and are required to sign an acknowledgement form confirming their understanding and commitment to all parts of the Privacy Notice.