



Hopkins Insurance *Agency*

PRIVACY NOTICE STATEMENT

Personally Identifiable Information or PII means that information which can be used to distinguish or trace an individual's identity, such as their name, social security number, among others, alone or when combined with other personal or identifying information that is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc. Additional details about the meaning of PII is contained in the government's guidance, OMB Memoranda M-07-16 (issued May 22, 2007).

This notice dated Oct 1, 2019, explains how Hopkins Insurance Agency, Inc. may collect, use and share your information. Please read carefully and contact Heath P. Hopkins, if you have any questions or would like to file a complaint. Contact information is as follows: Heath P. Hopkins, Hopkins Insurance Agency, Inc., 2921 Ohio Avenue, Connersville, Indiana 47331, via email Heath@HopkinsIns.com or call 765-825-3841.

WHY DID YOU RECEIVE THIS NOTICE

We are legally required to give you this notice by applicable law and our agreement with the federal government. We respect your personal information and want you to fully understand how we may use and share your information.

WHAT INFORMATION WILL YOU ASK ME TO GIVE YOU & HOW DO WE USE IT

We must collect certain information about you, called Personally Identifiable Information ("PII") in order to quote most insurance products and to help you complete your application for insurance. PII is information that can be used to identify you or trace your identity. These are a few examples of PII and not a complete list: name, address, zip code and county of residence, date of birth, telephone number, social security number, household income, number of individuals residing in your household, marital status, race or ethnicity, credit or debit card numbers, checking account numbers and/or any information necessary to assist you with your request for assistance with health care coverage. In regards to Federally Facilitated Marketplace; we use your information to perform a "person search", assist with completing eligibility applications, assist with plan selection and enrollment, and assist with ongoing account and enrollment maintenance.

INFORMATION THAT YOU VOLUNTARILY PROVIDE ON MY WEBSITE

We do not collect Personal Information through www.HopkinsIns.com unless you voluntarily submit it. This information is used to complete transactions and provide the information, products and services that you have ordered or requested, and for administrative and analytical purposes. In addition, Personal Information may be used to contact you (by telephone, US mail, email, facsimile or other means) to answer your questions or respond to your comments, to send you information about our products and services, assist with claims activities, to provide emails, newsletters and other communications, to conduct market research, and to ensure compliance with our policies and applicable laws and regulations. When you opt not to receive emails or newsletters from us, we collect and store certain Personal Information, such as your email address, in order to comply with your preferences regarding such materials and will do so promptly upon your request.

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HOW WILL YOU USE MY INFORMATION

We will use only the information that we need to help you obtain insurance through one of our contracted insurance carriers, the Federally Facilitated Marketplace (“FFM”) and to provide Authorized Functions approved by the FFM, or other service as permitted under applicable law. These are a few of the authorized functions that we may conduct and is not a complete list: helping with your application for insurance, answering question about your eligibility, helping to enroll you in a qualified health plan, helping with filing appeals of eligibility determinations, correcting errors in your application, assist in quoting, applying and servicing insurance products which you have requested.

WILL YOU SHARE MY INFORMTION WITH ANYONE

We may only share your information as described in this notice. We may share your information with certain Federal or State agencies, the insurance issuer that you select or subcontractors that help us to provide services to you. We do not share with third parties any Personal Information you provide to us except with your consent or as described in this Privacy Policy.

We reserve the right to transfer any information we have about you, including Personal Information, in connection with the sale or transfer of all or a portion of our business or assets to a third party such as a purchaser, if for an unforeseen reason we must sell our operations.

CAN I INDICATE MY PREFERENCE FOR RECEIVING COMMUNICATION

If you want to opt-out of receiving certain communications from us, please contact us at Contact@HopkinsIns.com

WHAT HAPPENS IF I DO NOT SHARE MY INFORMATION WITH YOU

If you do not want to share your information, we may not be able to assist you in quoting or enrolling in an insurance plan through our agency.

WILL YOU KEEP MY INFORMATION SAFE

Yes. We are required to keep your information safe. We have developed privacy and security policies/practices that we must follow to make sure that we protect your PII. For your protection, please do not send e-mails to us that contain your personal health information. We cannot guarantee the security of these e-mails before they reach us, in contrast to the security precautions in place when you send us personal information via an online form from our website.

We are sincerely committed to protecting your personal privacy. While information is important for our ability to provide superior service, our most important asset is our customer’s trust. Keeping information secure and using it in a responsible manner is our top priority.

ACKNOWLEDGEMENT

I have read and reviewed the above Privacy Policy. I have authority to supply information on behalf of the individuals which information is supplied to Hopkins Insurance Agency, Inc.

[Print Name] _____

[Signature] _____

[Date] _____