

The Pennsylvania Department of Insurance
and the
Gramm-Leach-Bliley Act
Verification and Service Notice

Please be advised that Executive Benefit Plans, Inc. is subject to the regulations of the Pennsylvania Department of Insurance, the Gramm-Leach-Bliley Act (GLBA), and the Federal Trade Commission (FTC). Under these regulations it is necessary for all licensed Insurance Producers to take reasonable and precautionary steps to protect the privacy and security of client data.

License Insurance Producers must implement and maintain appropriate safeguards to:

- (1) Ensure the security and confidentiality of non-public personal information;
- (2) Protect against any anticipated threats or hazards to the security or integrity of such information; and
- (3) Protect against unauthorized access to or use of such information that could result in substantial harm or inconvenience to any customer.

Non-compliance with GLBA is a violation of Pennsylvania's Producer Licensing Requirements, Pennsylvania's Unfair Insurance Practices Act, Pennsylvania's Unfair Trade Practices Act, and The Federal Trade Commission Act.

Executive Benefit Plans, Inc. is required by GLBA regulations and carrier contracts to annually verify that Business Associates and other Licensed Insurance Producers with which we share and transact business are compliant with GLBA and Department regulations.

As part of this process it will be necessary for you to sign and return a Verification and Service Level Agreement certifying that you are compliant with the GLBA compliance process and will take reasonable and precautionary steps to protect the privacy and security of the client data we share.

_____ Date: _____
Business Associate