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# **Privacy**

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At PCS, we understand that we have been entrusted with not only your hard-earned money but your personal and financial data as well. We recognize that your relationship with us is based on trust, and that you expect us to act responsibly and in your best interests. Because your

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This means, most importantly, that we do not sell client or prospective client information—whether it is your personal information or the fact that you are or may become a PCS client—TO ANYONE.

Instead, we use your information to complete transactions that you request and to aid in retirement plan compliance services.

### The information we collect about you

Personal information collected from any source may include, among other things, your name and address, Social Security or taxpayer identification number, date of birth, assets, income, account balances, investment activity, and accounts at other institutions. The information we collect about you may be transferred to or stored by PCS in the United States or elsewhere, as permitted by law.

# How we handle your personal information

We do not sell information about current or former clients or their accounts to third parties. Nor do we share information about clients or prospective clients, except when needed to complete transactions, assist other service providers on the plan or to make you aware of related financial products and services that we offer. Here are the details:

- In order to complete certain transactions or account changes that you direct, it may be
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  institution to PCS, we will need to provide certain information about you to that company
  to complete the transaction.
- In certain instances, the sponsor of your retirement plan or PCS may contract with nonaffiliated companies to perform services on behalf of the plan. Where necessary, we will
  disclose information we have about you to these third parties. In all such cases, we
  provide the third party with only the information necessary to carry out its assigned
  responsibilities, and only for that purpose. And we require these third parties to treat
  your private information with the same high degree of confidentiality that we do.
- Finally, we will release information about you if you direct us to do so, if we are compelled by law to do so, or in other legally limited circumstances (for example, to prevent fraud).

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