



CREDIT COUNSELING • DEBT MANAGEMENT • STUDENT LOAN COUNSELING • HOUSING COUNSELING

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 www.Cambridge-Credit.org  
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 800.757.1481

## IMPORTANT PRIVACY NOTICE

Clients trust Cambridge Credit Counseling Corp. (Cambridge Credit) to protect the security and confidentiality of their personal information. We are grateful for this trust and would like to take this opportunity to familiarize you with the way we gather, use, and maintain non-public personal information. We collect non-public personal information about you from the following sources:

- Information we receive from you on an application or other forms (This information includes, but is not limited to, your name and address, Social Security number, account numbers, balances, creditors, and unsecured loans), and
- Information about your transactions with us.

We restrict access to your non-public personal information to those employees who need to know that information to provide services to you. We maintain physical, electronic, and procedural safeguards that comply with federal and state regulations to guard your non-public personal information.

*As an added service, we may disclose information such as your name, mailing address, and telephone number to banks, mortgage lenders or other non-affiliated third party organizations in an effort to improve your financial future.*

*We disclose such information about present and former clients. We disclose such information to non-affiliated third parties.*

Should you nonetheless prefer that we not disclose non-public personal information about you to non-affiliated third parties, you may opt out of those disclosures—that is, you may direct us not to make those disclosures (other than disclosures permitted by law). If you wish to opt out of disclosures to non-affiliated third parties, you may check the box below and return this form to our company with your next payment. **NOTE:** If you have already opted out, your prior decision will be honored. **Submit this form only if you are changing your decision.**

I prefer that Cambridge Credit not disclose non-public personal information about me to non-affiliated third parties.

Please note: Cambridge may need to contact you about issues related to the proper administration of your account. In many cases, it would be helpful to leave a detailed message describing the issue on your voicemail. Examples of such situations include creditor problems or payment issues, but in each case, your enrollment in our program would be apparent. **It would be extremely beneficial to you to allow us to leave such messages at a number you check regularly.** Please check below if you will allow detailed messages.

- | Primary                  | Secondary                |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | I will allow Cambridge Credit to leave detailed messages at my home number. |
| <input type="checkbox"/> | <input type="checkbox"/> | I will allow Cambridge Credit to leave detailed messages at my work number. |
| <input type="checkbox"/> | <input type="checkbox"/> | I will allow Cambridge Credit to leave detailed messages at my cell number. |

If you have checked any of the boxes above and would like to change your privacy or contact preferences, please sign below and return this form to us using one of the following methods:

- Docusign: Electronically sign and click Finish
- Email: [clientservices@cambridgecredit.org](mailto:clientservices@cambridgecredit.org)
- Mail: 67 Hunt Street, Agawam, MA 01001
- Fax: (800) 757-1481

Client Name: **[Client Name]** Client Number: **[Client Number]**

Primary Client Signature

Secondary Client Signature