Zautcke CPA, P.L.L.C. d/b/a Gulf Island Accounting & Tax (ZCPA) understands that your privacy is important to you. ZCPA is committed to respecting your privacy and protecting your information. Please see our “Terms of Use” for additional information about our on-line terms and policies in general. If you have any questions about our Privacy Policy, please contact us at: [Bart@ZautckeCPA.com](mailto:Bart@ZautckeCPA.com).

By using this site or by submitting personally identifiable information, you consent to ZCPA’s use of such personally identifiable information as described herein. We reserve the right to make changes to this Privacy Policy from time to time. **However, modifications to the policy will apply only to information received following the modification, or to previously collected information to which you agree to be bound by the new policy.** We will alert you to any such changes by updating this Privacy Policy. This Privacy Policy was last updated on November 24, 2017.

ZCPA understands the importance of protecting children's privacy, especially in an on-line environment. This site is not designed for or directed at children 13 years of age or younger, and ZCPA will not intentionally collect or maintain information about anyone under this age.

As required by law and by our professional standards of confidentiality even more stringent than those required by law; and unless modified further by separate contractual agreements with you; here are the details of our Privacy Policy -

**TYPES OF NONPUBLIC PERSONAL INFORMATION WE COLLECT**

We collect nonpublic personal information about you from the following sources: Information we receive from you including transactions with us, information obtained by us with your authorization, and information we may receive from a credit-reporting agency.

When requesting information from ZCPA, you will be required to submit personally identifiable information including contact information. This information will be used to process your request. The information you provide to ZCPA may be used by ZCPA to send additional information of a commercial nature to you. You may opt-out of those deliveries at any time using the opt-out feature directly provided, by contacting ZCPA at our current address, or by emailing us at [Bart@ZautckeCPA.com](mailto:Bart@ZautckeCPA.com).

ZCPA also collects personally identifiable information on certain areas of this site when you submit resumes, register for newsletters or notices, subscribe to blogs, sign up for events, and participate in user posting areas. The personally identifiable information collected may consist of information that you provide, such as your name, mailing address, e-mail address, telephone number, and any additional background information supplied by you. In addition, ZCPA collects certain information that you do not visibly enter, such as your IP address, browsing pattern, click stream data, HTTP protocol elements, and the status of any cookies placed on your computer by ZCPA.

**USE AND DISCLOSURE OF INFORMATION**

Except as described below, we do not disclose any nonpublic personal information.

ZCPA uses your personally identifiable information to fulfill your requests, and for such other purposes as you may initiate or request. We may keep any of your personally identifiable information on file and use it to contact you. ZCPA only retains the personally identifiable information for so long as it is serving its originally intended purpose. We restrict access to nonpublic personal information about you to those members of our firm who need to know that information to provide services to you; and to third party vendors engaged by ZCPA to provide services related to ZCPA (provided that such vendors have first agreed to maintain the strict confidentiality of such information and provide the same level of data security as provided by ZCPA).

ZCPA may also be compelled to surrender personal user or customer information to legal authorities without your express consent if presented with a court subpoena or similar legal order, or as required or permitted by the laws, rules, and regulations of any applicable jurisdiction.

**PROTECTION OF YOUR INFORMATION**

ZCPA maintains physical, electronic, and procedural safeguards that comply with both professional standards and federal regulations to guard your nonpublic personal information. We have implemented generally accepted standards of technology and operational security in order to protect personally identifiable information from loss, misuse, alteration, or destruction. Only authorized ZCPA personnel and third party vendors are provided access to personally identifiable information, and these employees and vendors are required to treat this information as confidential. Despite these precautions, ZCPA, however, cannot guarantee that unauthorized persons will not obtain access to your personally identifiable information.