

# Roxbury Insurance Services Privacy Statement

Roxbury Insurance Services is committed to protecting the privacy of internet users who visit our web site located at [www.RoxburyIns.com](http://www.RoxburyIns.com). This online privacy statement is intended to inform you about how our website collects information and how we use that information once collected. Questions concerning this privacy policy should be directed to Roxbury Insurance Services, please call us at 800-873-3478.

This privacy policy is subject to change, and any changes will be promptly posted with revised effect date.

The effective date of this privacy policy is 7/1/2007.

## **Information this site gathers about you:**

We collect personally identifiable information about you only when you provide it to us voluntarily and when requesting a quote from us. Our site's quote request form asks users to provide information such as sex, age, address and email for generating and sending the requested rate quotations. We may request certain information about the medical condition that will be used in generating the requested rate quotations. We may also collect information about employers and employees as part of a quotation for group benefit coverage.

## **Emails and Web Visit Log Files:**

Our web site routinely collects and stores information from online visitors. This information includes: visitor's internet address (URL or IP address), the date and time of the visit, and the pages visited on the site. This information is used solely to help us to manage the site.

## **Links to other sites:**

Our site includes links to other websites whose privacy policies we do not control. Once you leave our site, use of any information you provide is under the privacy policy of that site you are visiting. Please note that Roxbury Insurance Services is not responsible for the privacy practices of other sites, even if a link to such site(s) appears on our website.

## **With whom we share information:**

Information collected during you visit to our site will be used only by Roxbury Insurance Services and related insurance companies to provide quotation and service to you. We will limit access to your private information to those employees who need to know this information to provide services to you.

## **The security of your information and HIPPA:**

At Roxbury Insurance Services, we value our relationship with our clients and strongly committed to protecting and maintaining the privacy of your personal and financial information. We have always protected your information and are committed to continue to do so. We have and will continue to monitor and comply with the implementation of the Health Insurance Portability and Accountability Act (HIPPA):

- We maintain appropriate physical, electronic firewalls / password protections, and procedural safeguards to maintain the confidentiality and security of your personal information contained in our records.
- We will limit access to your private information to employees who need to know this information to provide services to you.
- We do not sell your personal information to mailing list vendors or solicitors for any purpose.

- We do not sell or otherwise release the names or email addresses of users who contact the site.
- Personally identifiable information about you will be maintained during the time you are a client, and for the required time thereafter that such records are required to be maintained by federal and state insurance laws. After this required period of record retention, all such information will be destroyed.

We will continuously review our site and procedures to ensure that your privacy is protected. If you have any questions about the practices of this site or Roxbury Insurance Services Privacy Policy please contact us at 800-873-3478.

Thank you,  
Roxbury Insurance Services