

DOUCETTE REALTY

NOTICE TO CLIENTS RE: PERSONAL INFORMATION PROTECTION

This notice concerning the collection, use and disclosure of personal information is directed to all past and present clients of **Doucette Realty Ltd (“Doucette Realty”)**. This notice addresses personal information about individuals and does not apply to information collected, used or disclosed with respect to corporate or commercial entities.

On January 1, 2004, British Columbia’s *Personal Information Protection Act* will apply to **Doucette Realty’s** collection, use and disclosure of your personal information.

Doucette Realty is committed to maintaining the security, confidentiality and privacy of your personal information. This notice documents our ongoing commitment to you and has been developed in compliance with the *Personal Information Protection Act*.

As a result of our previous or current business relationship with you, we hold some personal information about you. For example, if you listed or purchased a property through us, our files may contain your home contact information, details of the property, and the purchase/selling price of the property. Most of this personal information was collected directly from you through the various contracts and other documents you completed, or through discussions with your REALTOR. Some information may have been collected from other sources such as government departments and agencies.

This information has been or will be used for the following purposes:

- (a) Allowing members of Real Estate Boards (including REALTORS and appraisers) to:
 - (i) Appraise your property.
 - (ii) List your property in the Multiple Listing Service® System in order to market your property. This purpose does not apply if your listing is an exclusive listing.
 - (iii) Market your property for sale through any other media (both print and electronic).
 - (iv) Help you locate a suitable property to purchase.
- (b) Facilitating the purchase and sale transaction (by cooperating with financial institutions, legal advisors and government departments and agencies).
- (c) Complying with legal requirements and acting pursuant to legal authorizations.

- (d) Complying with codes of professional conduct and ethics for members of Real Estate Boards.

This information may have been, or may be, disclosed to various Real Estate Boards in British Columbia and their staff and members, other REALTORS and their clients, government departments and agencies, financial institutions, legal advisors, service providers, the British Columbia Real Estate Association, the Real Estate Council of British Columbia, the Canadian Real Estate Association and members of the public for the purposes described above.

Not all of your information will be accessible by each of these entities. For example, once the listing term has ended, the general public will not have access to your information unless it is otherwise accessible through public registries such as the Land Title Office or BC Assessment.

The above collections, uses and disclosures are a necessary part of your relationship with your REALTOR and **Doucette Realty**.

Other uses:

- (a) Allowing **Doucette Realty** and your REALTOR to communicate with you to determine whether you require additional real estate services.
- (b) Allowing **Doucette Realty** and your REALTOR to communicate with you to provide information about other products or services which may interest you.

If you have questions about the use and disclosure of your personal information, or if you do not want your personal information used or disclosed for the two purposes described above under “other uses”, please contact the **Doucette Realty** Privacy Officer:

Doucette Realty Ltd.
Attention: Privacy Officer
1272 Fifth Avenue
Prince George, B.C.
V2L 3L2

Phone: 250-562-2121
Facsimile: 250-562-0248
E-mail: info@doucetterealty.com

For further details regarding **Doucette Realty**'s privacy practices and the collection, use and disclosure of personal information, please consult the **Doucette Realty** Privacy Policy. This policy is available on our website at www.doucetterealty.com or at any of our offices. If you prefer to receive the policy by mail, please contact the Privacy Officer.