



## CONSENT FOR PERSONAL INFORMATION

### **NOTE TO CLIENT:**

Add-Vantage Bookkeeping requires your informed consent for the services we would provide. This means that we want you to understand the services we hope to provide to you, the cost involved, and what we do with the personal information we obtain about you. If you have a question on any of this, please ask.

### **CONSENT FOR PERSONAL INFORMATION**

I understand that to provide me with bookkeeping services, Add-Vantage Bookkeeping will collect some personal information about me (e.g., full name, home telephone number, address, S.I.N., etc.).

I have reviewed the Add-Vantage Bookkeeping Privacy Policy about the collection, use and disclosure of personal information, steps taken to protect the information and my right to review my personal information. I understand how the Privacy Policy applies to me. I have been given a chance to ask any questions about the Privacy Policy and they have been answered to my satisfaction.

I understand that, as explained in the Policies and Procedures for Personal Information, there are some rare exceptions to these commitments.

I agree to Add-Vantage Bookkeeping collecting, using and disclosing personal information about me as set out above and in the Company's Privacy Policy.

Client Signature: \_\_\_\_\_ Date (mm/dd/yyyy) \_\_\_\_\_

Client Name printed: \_\_\_\_\_