

CATEGORY: Client Communications

Sample #3

We will endeavor to keep you well informed of developments, and will consult with you to ensure timely, effective and efficient completion of the Project. To facilitate this, we use communication and technology tools. These tools may be provided by or facilitated by third parties. As a result, your information may be exchanged on networks or stored on servers hosted by third parties. We have adopted internal policies and procedures related to the selection and use of third party tools and the transmittal and storage of your information. These policies and procedures are intended to reduce the risk of inadvertent disclosure of your communications or information. If you would like to review our information security policies, please let us know. We would be happy to provide them to you. If requested, would be happy to work with you to develop specialized information security protocols for your information; however, unless so requested by you and agreed to by us, we will operate in accordance with our standard information security policies.