



**Our Commitment to You**

GIM Property Management, LLC ("GIM P.M." or the "Manager") is committed to safeguarding the use of personal information of our Clients (also referred to as "you" and "your") that we obtain as your Property Manager, as described here in our Privacy Policy ("Policy"). GIM P.M. does not collect personal non-public information through this website; however, the Manager may collect information from you on application forms, agreements, profile worksheets, and other documents received or processed in relation to services we provide. We also may collect information from other sources as disclosed below.

Our relationship with you is our most important asset. We understand that you have entrusted us with your private information, and we do everything that we can to maintain that trust. GIM P.M. (also referred to as "we", "our" and "us") protects the security and confidentiality of the personal information we have and implements controls to ensure that such information is used for proper business purposes in connection with the management or servicing of our relationship with you.

GIM P.M. does not sell your non-public personal information to anyone. Nor do we provide such information to others.

Details of our approach to privacy and how your personal non-public information is collected and used are set forth in this Policy.

**What information might we collect from you?**

Driver's license number	Date of birth
Social security or taxpayer identification number	Assets and liabilities
Name, address and phone number(s)	Income and expenses
E-mail address(es)	Other information needed to service account

**What Information do we collect from other sources?**

Credit Score	Background Information
Criminal History	Other information needed to service account

**How do we protect your information?**

To safeguard your personal information from unauthorized access and use we maintain physical, procedural and electronic security measures. These include such safeguards as secure passwords, encrypted file storage and a secure office environment. Our technology vendors provide security and access control over personal information and have policies over the transmission of data. Our associates are trained on their responsibilities to protect Client's personal information.

We require third parties that assist in providing our services to you to protect the personal information they receive from us.

**Cookies and other online technologies**

We may use "cookies" and similar online technologies to keep, and sometimes track, information about you regarding your usage of our website. Cookies are small data files that are sent to your browser or related software from a Web server and stored on your device. Cookies help us to collect information about your usage of our website, including date and time of visits, pages viewed, amount of time spent on our sites, or general information about the device used to access the site, such as the browser used. You can refuse to store or delete cookies by configuring your web browser settings. Most browsers and mobile devices have their own settings to manage cookies. If you refuse a cookie when on our website, or if you delete cookies, you may experience some inconvenience in your use of our website, such as having to re-configure preferences.

**State-specific Regulations**

Massachusetts: In response to a Massachusetts law, clients must “opt-in” to share non-public personal information with non-affiliated third parties before any personal information is disclosed.

**"Linked-To" Websites**

When you are on this website you may have the opportunity to click-through to other websites, including websites operated by unaffiliated third parties. These sites may collect nonpublic personal Information about you. We do not control sites operated by these entities and are not responsible for the information practices of these sites. This Privacy Policy does not address the information practices of other websites. The privacy policies of websites operated third parties are located on those sites.

**Changes to our Privacy Policy**

We will review this Policy annually and we reserve the right to change this Policy from time to time. Any such changes will be effective immediately upon posting to this website. If the changes materially alter the previous Privacy Policy, we may notify you of changes or updates. We will not, however, revise our Privacy Policy to permit the sharing of non-public personal information other than as described in this notice unless we first notify you and provide you with an opportunity to prevent the information sharing.

**Any Questions?**

You may ask questions or voice any concerns, as well as obtain a copy of our current Privacy Policy by contacting us via email at [contact@gimp.com](mailto:contact@gimp.com)