

## Sample Opt-Out Form

*[This form is an example of an opt-out form that you can give to customers in person to exercise their right to opt-out of certain GLBA information sharing. It is an example of just one method by which you can offer the opportunity to opt-out (other methods are described in the opt-out notice clauses that appear in Appendix 2 – specifically, in clauses 3B and 4C). This particular form combines the GLBA opt-out and FCRA opt-out on the same form. If you are required to offer both the GLBA and the FCRA opt-out notification, you can use same form, as we have done here, or you can use two different forms.]*

Please read the text below and decide whether you wish to exercise your right to opt-out of the information sharing described. If you choose to exercise your right to opt-out, you must mail this form back to us at *[insert address]*. Your response must be postmarked no later than 30 days from the date you received this notice from us in person in order for it to be valid. If you do not mail this form back or do not mail it back within 30 days, you have not exercised your opt-out right, and we can share the information described.

\_\_\_\_\_ I wish to exercise my right under the Gramm-Leach-Bliley Act to opt-out of [insert name of institution]'s sharing nonpublic personal information about me to nonaffiliated third parties for purposes other than those that are permitted by law.

\_\_\_\_\_ I wish to exercise my right under the Fair Credit Reporting Act to opt-out of [insert name of institution]'s sharing non-transactional information about me to affiliates.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date