

## **HERITAGE INVESTMENT SERVICES FUND, INC.**

### **Individual Privacy Policy\***

Your privacy is important to us. At Heritage Investment Services Fund, Inc. (“HIS Fund”) we understand that the personal information you provide to us, or we collect about you, is private. This privacy policy is provided to you so that you will understand what HIS Fund does with your personal information and the measures we take to protect your privacy.

#### **Frequently Asked Questions**

##### **Who has access to information?**

The personal information that you provide to us is used for HIS Fund purposes only. HIS Fund directors and employees and HIS Fund’s third party service providers may have access to your information, and are authorized to review it, only for the purpose of carrying out their duties and responsibilities. HIS Fund’s directors, employees, and service providers are required to keep your information confidential. To protect your information from unauthorized access, we use security measures, such as computer safeguards and secured files and buildings.

##### **Why does HIS Fund collect and maintain information?**

HIS Fund is required by certain state and federal laws to collect and maintain certain information. The information collected also enables us to provide you with services and products that meet your individual needs.

##### **What type of information does HIS Fund collect and maintain?**

HIS Fund collects and maintains various types of information. The types of information collected and maintained about you may include:

- information that you submit to us, such as your name, address, telephone number, and social security number; and
- information about your accounts and transactions with us, such as investments, account balances, account numbers, and deposits and distributions related to your accounts.

##### **Does HIS Fund disclose or share customer information with outsiders?**

HIS Fund does not disclose any non-public information about you to anyone except as permitted or required by law. It is our current policy not to disclose your non-public information to other organizations or individuals for marketing purposes. If this policy should change, HIS Fund will notify you by mail and you will be given an opportunity to request that your information not be disclosed to other organizations or individuals for marketing purposes.

##### **How can I contact HIS Fund if I have a privacy question?**

You may write us at HIS Fund, 3 Kacey Court, Suite 101, Mechanicsburg, PA 17055, contact us by phone at 717-796-9784, or e-mail us at [invest@hisfund.com](mailto:invest@hisfund.com).

**\*This Privacy Policy relates to personal or individual information and does not apply to information of churches or other organizations which invest in HIS Fund’s debt securities or use HIS Fund’s services.**