



DO NOT CALL LIST POLICY

If you do not want to receive sales calls from Howard Hanna, you can ask us to place your telephone number on Howard Hanna's "Do Not Call" list. In compliance with federal and state laws, your request will be documented immediately. Please allow up to 30 days for your telephone number to be removed from any sales programs that are currently underway.

- Your request can be in writing or by phone, and must include, at the minimum, your telephone number.
- If you have multiple telephone numbers, tell us all numbers that you want to be included.
- You will remain on our "Do Not Call" list for five years, unless you ask to be removed.
- If your telephone number ever changes, you must give us your new information for your "Do Not Call" status to remain in effect.

Many "Do Not Call" regulations permit companies to contact their own customers even though your numbers(s) are on these other "Do Not Call" lists. Therefore, if you are a Howard Hanna customer, you may be contacted by Howard Hanna even though you are on these other "Do Not Call" lists. If you do not want to be contacted by Howard Hanna even though you are a customer, simply follow the steps above to be placed on Howard Hanna's "Do Not Call" list and your request will be honored.

Being on Howard Hanna's "Do Not Call" list means that you will not receive sales calls by anybody representing Howard Hanna. We may still contact you, however, for non-solicitation purposes.