

Parsons Behle & Latimer	Exhibit 6 to GDPR Procedures Notice/Consent
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Notice/Consent

Parsons Behle & Latimer collects data to operate effectively and provide better quality experiences. Below, you will find a list of our products, services, and processes that gather personal data, our purpose and legal basis for processing that information, who we share that information with, and how long we hold that information.

How Parsons Behle & Latimer uses Personal Data:

Product, Service, or Process

Description of Product, Service, or Process	The firm provides legal advice, consultation, and guidance to its clients.
Category of Personal Data	Identifying information. Personal history data. Social and contact information. Financial data.
Category of Data Subjects	The organization handles information from clients of Parsons Behle & Latimer.
Purpose of Processing	The organization is using the information to provide legal representation for the client.
Legal Basis for Processing	The organization has a legal obligation to handle the personal information.
Automated Processing or Profiling	Automated processing does not occur.
If Automated Processing is Used, Methods and Logic	
Decisions with a Legal Effect that Use Automated	

Processing	
Categories of Recipients who Receive this Personal Data	NetDocuments provides document and email management and allows document sharing throughout the organization. Exela provides copy services and litigation document services. Microsoft provides email and contact management and document storage on OneDrive. Introhive provides contact ingestion management, integration with Outlook and CRM. OnePlace provides CROM, contact management, and business development. Wealth Counsel provides estate planning template software.
Whether the Personal Data is Transferred Outside of the European Economic Area	USA
Retention Period	10 years

Product, Service, or Process

Description of Product, Service, or Process	The service is billing and accounting.
Category of Personal Data	Identifying information. Social and contact information. Financial data.
Category of Data Subjects	Billing and accounting handles information from Parsons Behle & Latimer clients.
Purpose of Processing	The organization uses this information to bill clients and keep records of payments.
Legal Basis for Processing	The organization has a legal obligation to handle the personal information.
Automated Processing or Profiling	Automated processing does not occur.
If Automated Processing is Used, Methods and Logic	
Decisions with a Legal Effect that Use Automated Processing	
Categories of Recipients who Receive this Personal Data	Rippe & Kingston provides time and billing solutions and facilitates management of billing records. Introhive provides billing capabilities.
Whether the Personal Data is Transferred Outside of the European	USA

Economic Area	
Retention Period	10 years

Your rights with regard to the data we collect:

As a Data Subject in the European Economic Area, you have the right to request, access, rectify, erase, and restrict how we process your Personal Data. These rights include the ability to review the Personal Data we have in our Information and Communications systems concerning you, the ability to make any corrections to that Personal Data, the ability to be informed of who that data may have been shared with, the ability to request that we erase all of our Personal Data, and the ability to restrict how we Process your Personal Data.

We are required to respond to any of your requests to exercise these above Data Subject rights within 30 days. Should we be unable to comply within 30 days, we will contact you anyway and let you know of any delay.

Exercising Your Rights:

If you want to exercise your rights, you may contact us or our privacy point of contact at:

Organization	Privacy Point of Contact
Parsons Behle & Latimer 201 South Main Street, Suite 1800, Salt Lake City Utah United States 84111 801-532-1234 privacy@parsonsbehle.com	Tsutomu Johnson 201 South Main Street, Suite 1800, Salt Lake City Utah United States 84111 801-532-1234 privacy@parsonsbehle.com

Withdraw Consent:

If our legal basis for processing information your information is based on your consent, you may withdraw your consent at any time by contacting Tsutomu Johnson at the contact information above and informing him/her that you withdraw your consent.

Contacting Supervisory Authorities:

If you would like to lodge a complaint against us, you may contact your local supervisory authority. If you have trouble locating a supervisory authority, please contact Tsutomu Johnson above and they will help you contact a supervisory authority.

Changes to our privacy statement

We keep this privacy statement under regular review and will place any updates on our website. Paper copies of the privacy statement may also be obtained by contacting Tsutomu Johnson at the information above and requesting a paper copy.

This privacy statement was last updated on 08/01/2018.