



Lawyers' Professional Indemnity Company
Assurance LAWPRO®

LAWPRO® Personal Information Statement for CLERKS¹ in the employment of a SUBSCRIBING LAWYER² **(Ongoing Collection, Use and Disclosure by LAWPRO of Personal Information)**

Lawyers' Professional Indemnity Company ("LAWPRO") uses the information provided by the CLERKS at any time for a number of purposes fundamental to operating the TitlePLUS® program. The information may be provided by the CLERK, the SUBSCRIBING LAWYER who employs the CLERK or the LAW FIRM³ at which the CLERK works.

TitlePLUS Insurance Program

Where the CLERK:

- has filed a TitlePLUS policy application; or
- otherwise participates or has participated in the TitlePLUS program,

personal information may be collected, used or disclosed (as applicable) to:

- establish insurance coverage;
- determine and collect premiums and other amounts owing;
- underwrite and rate the TitlePLUS program, including the development of statistics for underwriting and risk management purposes;
- detect and prevent fraud; or
- handle CLAIMS, including determining the extent of insurance coverage (if any) and investigating, evaluating, negotiating, litigating and/or resolving CLAIMS.

Risk management

Personal information may be used to provide information to or contact the CLERK, the SUBSCRIBING LAWYER, or the LAW FIRM and/or its staff regarding loss control initiatives or methods of managing or reducing risk in connection with the TitlePLUS program or the ownership of real property.

Passwords

Personal information may be used to establish passwords that enable the CLERK to access secure technology systems operated by LAWPRO, its partners or agents.

Regulatory requirements

Personal information may be collected, used or disclosed (as applicable) by LAWPRO to:

- obtain reinsurance and comply with reporting and auditing requirements of reinsurers; or
- fulfill LAWPRO's regulatory, other legal, and accounting obligations.

In particular, in respect of the TitlePLUS program, LAWPRO may disclose the CLERK's personal information to the following entities from time to time:

- to third parties involved in a claim reported to LAWPRO as insurer, (including counsel, adjusters, experts, mediators and adjudicators) but only to the extent disclosure of your personal information is necessary for handling or resolution of the claim; and
- to regulatory bodies having jurisdiction over insurance and financial services companies, to the extent they require disclosure of, or access to, personal information.
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If previously, now or in the future, the CLERK participates or has participated in the TitlePLUS program, the CLERK consents to the collection, use and disclosure of personal information as set out in this Statement. This consent is an ongoing consent for information previously, now or in the future provided to and/or maintained by LAWPRO as set out in this Statement and binds heirs and estate trustees. If LAWPRO intends to collect, use or disclose the personal information in any manner other than as set out in this Statement in respect of the TitlePLUS program, it will, if required by law:

- communicate such change to this Statement by broadcast e-mail, letter or posting on the LAWPRO website and consent to such change will be implied; or
- for use or disclosure situations unique to an individual CLERK, communicate directly with such CLERK and obtain appropriate consent.

For a copy of the most current version of the **LAWPRO Personal Information Statement for CLERKS in the employment of a SUBSCRIBING LAWYER** or the LAWPRO Privacy Code, please visit our website at www.lawpro.ca/privacy or contact our Customer Service Department at (416) 598-5899 or 1-800-410-1013, or e-mail service@lawpro.ca.

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1 In this Statement, "CLERK" means a person doing clerical work in support of a Subscribing Lawyer.

2 In this Statement, "SUBSCRIBING LAWYER" means a lawyer who is subscribed to LAWPRO's TitlePLUS title insurance program.

3 In this Statement, "LAW FIRM" includes all forms of partnerships, associations and LAW CORPORATIONS, and includes the plural version, where applicable.