



# F. H. Burnham Accounting and Consulting, LLC

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Client Privacy Policy  
February 11, 2025

## **Privacy Policy**

Your personal privacy is my foremost concern. FH Burnham Accounting & Consulting, LLC is committed to the confidentiality of all data collected from clients. Like all providers of personal financial services, tax professionals are required by law to inform clients of their policies regarding privacy of client information. My firm continues to adhere to professional standards of confidentiality that are even more stringent than those required by law. I have always protected the security and privacy of your personal and financial information.

## **Types of Nonpublic Personal Information I Collect**

The only nonpublic personal information I collect is provided to me by you, or is obtained by me with your express authorization.

## **Parties to Whom We Disclose Information**

No nonpublic personal, financial, or other confidential information collected from you or on your behalf by FH Burnham Accounting & Consulting, LLC will be shared with anyone except as required or permitted by law. Permitted disclosures may include providing information to authorized employees, or, in limited situations, to unrelated third parties who need that information to assist me in serving you.

Examples of disclosures to service providers in the course of providing you services include the transfer of tax data into tax engagement documentation software, and tax preparation software including its transmission of tax data to tax authorities. Nonpublic information obtained from you for intended use by your employer to facilitate services provided by FH Burnham Accounting & Consulting, LLC, may be shared only with service representatives specifically authorized by your employer organization such as payroll and benefits service providers.

I may make other disclosures such as to bankers, financial advisors, or other individuals only at your request and signed authorization in accordance with IRS Circular 230.

## **Protecting the Confidentiality and Security of Clients' Information**

I retain records relating to my professional services to better serve your professional needs and, in some cases, to comply with professional guidelines. In order to protect your nonpublic personal information, I maintain physical, electronic, and procedural safeguards that comply with my professional standards. In all situations, I stress the confidential nature of the information being shared and data security at rest and in transit.

Frank H. Burnham, CPA, CITP  
FH Burnham Accounting & Consulting, LLC