## Cascade Investment Advisors, Inc.

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<u>michelle.rand@cascadeinvestors.com</u> Celebrating Twenty-Five Years of Service

# Notices Required by Government Regulations January 2023

#### **Privacy Notice**

This is our annual privacy notice. With one exception noted below, we do not disclose your relationship with Cascade Investment Advisors, Inc. to any other party or entity, except on your authorization to specific individuals who also work for you, such as attorneys, accountants, etc.

# Safeguarding Information

We make every attempt to protect all information about you and your account. Such protections include shredding all sensitive documents before disposal, passwords on computers that limit access to the machine, confidentiality agreements with parties who work in and around our offices, and other measures.

Notwithstanding the confidentiality agreement that is standard in our industry, the regulations that pertain to disclosing your relationship with us, and the privacy verbiage above, if we suspect diminished mental capacity, we may contact a family member or other agent listed on the "Estate Worksheet" you filled out at the inception of your account relationship with us, or that you supplied to Schwab on a Trusted Contact form.

We maintain physical, electronic, and procedural safeguards regarding your nonpublic, personal information to ensure that we comply with our own policy, industry practices, and federal and state regulations. A copy of our entire privacy policy is available on request.

## **Employee Trading Disclosure**

Our employee trading policy is available on request. The thrust of our trading policy is to allow employees as much leeway as possible while eliminating the possibility that an employee's trade activity will adversely affect clients.

### **Proxy Voting**

You are entitled, after giving us written notice, to inspect our proxy voting records.

#### Stock Investments

You are entitled, after giving us written notice, to inspect our last six months' of purchases and sales in equity portfolios.

#### **Bond Traders who are Also Clients**

You are entitled, after giving us written notice, to inspect bond trades that we as a firm placed with firms where traders who are also clients are employed.

#### **Sharing Information**

As a registered investment Adviser, Cascade must comply with SEC Regulation S-P, which requires registered advisers to adopt policies and procedures to protect the "non-public personal information" of a natural person; consumers and customers; and to disclose to such persons policies and procedures for protecting that information.