



LGL Properties, Inc.

Full Service Property Management & Real Estate Sales Since 1983 CALDRE #02075065
4635 Freepoint Blvd Suite C Sacramento, Ca 95822 P.O. Box 221668 Sacramento, Ca. 95822

DISCLOSURE REGARDING GENERAL AND PERSONAL INFORMATION 4/4/2020

As a Real Estate Broker, licensed by the State of California, LGL Properties, Inc. is required to keep all transaction information on file for a minimum of 3 years. LGL Properties, Inc. keeps all information on file for 5 years.

We do not share information with 3rd parties. A copy of the signed rental agreement is shared with the Property Owner/Landlord. We do not share a credit score, social security number, contact information or any personal information with any 3rd parties.

We do not give keys to 3rd parties or property owners during the term of tenancies. Keys are released to property owners after any termination of management.

If any 3rd party requests keys or tenant or owner information, during terms of tenancy, LGL Properties Inc. requires a signed release form for same.

You have a right to request to not have any of your information shared with 3rd parties, without your written consent, by initialing below: In the absence of initials below, no information is shared without written consent.

I/We authorize sharing of our personal information with 3rd parties _____ without our written consent

I/We DO NOT authorize sharing of our personal information with 3rd parties _____ without our written consent; except as follows:

It is further disclosed, in the course of tenancies, property management, and doing business with 3rd party vendors, tenant information will be given to the LGL Properties, Inc. Maintenance Call Center and to Vendors to make appointments with tenants for needed services. This information will be given to 3rd parties based on tenant's phone calls or written requests to LGL Properties Inc. or by LGL Properties Inc. Maintenance Call Center, or by LGL Properties, Inc. requesting needed services or repairs for the managed properties.

Copies of work orders are attached to Tenant ledgers and Owner ledgers for the purpose of disclosing repairs and invoices. This information cannot be deleted from the Property Management System. This information includes but is not limited to tenants names, address and contact information. This information can be accessed by LGL Properties Inc. or Property Owners. Pictures of properties may be on the internet and cannot be deleted from internet service provider sites.

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As of January 1, 2020, the California Consumer Privacy Act (commencing with Civil Code § 1798.100) ("CCPA") grants to California residents certain rights in their private, personal information that is collected by companies with whom they do business. Under the CCPA, "personal information" is defined broadly to encompass non-public records information that could reasonably be linked directly or indirectly to you, including, potentially, photographs of or sales information about your property. Some of your personal information will be collected and likely shared with others during the process of buying and selling real estate. Depending on the situation, you may have the right to "opt out" or stop the transfer of your personal information to others and request that certain businesses delete your personal information altogether. Not all businesses you interact with are required to comply with the law, primarily just those who meet the criteria of a covered "Business" as set forth in Section 1798.140 (c)]. For more information, you may ask your Broker for a copy of the C.A.R. Legal Q&A on the subject.

A real estate broker is likely to submit personal information to a Multiple Listing Service ("MLS") in order to help find a buyer for a seller's property. Through the MLS, the information is made available to real estate brokers and salespeople, and others. Even after a sale is complete, the MLS distributes sales information to the real estate community. Brokers, agents and MLSs may also share your personal information with others who post the personal information on websites or elsewhere, or otherwise use it. Thus, there are various service providers and companies in a real estate transaction who may be engaged in using or sharing data involving your personal information.

If your broker is a covered Business, it should have a privacy policy explaining your rights on its website and giving you an opportunity to request that personal information not be shared, used and even deleted. Even if your real estate brokerage is a covered Business, it needs, and is allowed, to keep your information to effectuate a sale and, by law, is required to maintain such information for three years to comply with regulatory requirements. Not all brokers are covered Businesses, however, and those that are not, do not have to comply with the CCPA.

Similarly, most MLSs will not be considered a covered Business. Instead, the MLS may be considered a Third Party in the event a covered Business (ex: brokerages, real estate listing aggregation or advertising internet sites or other outlets who meet the criteria of covered Businesses) exchanges personal information with the MLS. You do not have the right under the CCPA to require a Third Party to delete your personal information. And like real estate brokerages, even if an MLS is a covered Business, MLSs are also required by law to retain and make accessible in its computer system any and all listing and other information for three years.

Whether an MLS is a covered Business or a Third Party, you have a right to be notified about the sharing of your personal information and your right to contact a covered Business to opt out of your personal information being used, or shared with Third Parties. Since the MLSs and/or other entities receiving your personal information do not have direct contact with buyers and sellers and also may not be aware of which entities exchanging personal information are covered Businesses, this form is being used to notify you of your rights under the CCPA and your ability to direct requests to covered Businesses not to share personal information with Third Parties. One way to limit access to your personal information, is to inform your broker or salesperson you want to opt-out of the MLS, and if so, you will be asked to sign a document (Form SELM) confirming your request to keep your listing off the MLS. However, if you do so, it may be more difficult to sell your property or obtain the highest price for it because your property will not be exposed to the greatest number of real estate licensees and others.

I/we acknowledge receipt of a copy of this California Consumer Privacy Act Advisory.

Buyer/Seller/Landlord/Tenant _____ Date _____

Any Landlord

Buyer/Seller/Landlord/Tenant _____ Date _____

Any Tenant

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CALIFORNIA CONSUMER PRIVACY ACT ADVISORY (CCPA PAGE 1 OF 1)



NOTICE REGARDING BACKGROUND INVESTIGATION REPORTS PURSUANT TO CALIFORNIA LAW

(C.A.R. Form BIRN, 12/19)

The person signing below (on behalf of the Landlord, if not the Landlord) intends to obtain information about you from an investigative consumer reporting agency and/or a consumer credit reporting agency for the purpose letting a dwelling. Thus, you can expect to be the subject of "investigative consumer reports" and "consumer credit reports" obtained for housing purposes. Such reports may include information about your character, general reputation, personal characteristics and mode of living. With respect to any investigative consumer report from an investigative consumer reporting agency ("CRA"), the Landlord may investigate the information contained in your rental application and other background information about you, including but not limited to obtaining a criminal record report, eviction report, verifying references, work history, your social security number, and other information about you, and interviewing people who are knowledgeable about you. The results of this report may be used as a factor in making housing decisions. The source of any investigative consumer report (as that term is defined under California law) will be:

CRA: **Experian**, Address: **Online Services through Appfolio**

Telephone: _____ Email: _____

The Landlord agrees to provide you with a copy of an investigative consumer report when required to do so under California law.

Under California Civil Code section 1786.22, you are entitled to find out from a CRA what is in the CRA's file on you with proper identification, as follows:

- In person, by visual inspection of your file during normal business hours and on reasonable notice. You also may request a copy of the information in person. The CRA may not charge you more than the actual copying costs for providing you with a copy of your file.
- A summary of all information contained in the CRA's file on you that is required to be provided by the California Civil Code will be provided to you via telephone, if you have made a written request, with proper identification, for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.
- By requesting a copy be sent to a specified addressee by certified mail. CRAs complying with requests for certified mailings shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the CRAs.

"Proper Identification" includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if you cannot identify yourself with such information may the CRA require additional information concerning your employment and personal or family history in order to verify your identity.

The CRA will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection.

You may be accompanied by one other person of your choosing, who must furnish reasonable identification. A CRA may require you to furnish a written statement granting permission to the CRA to discuss your file in such person's presence.

Landlord or Manager or Agent Signature: _____ DRE Lic. # **02075065**
LGL PROPERTIES, INC. Date _____

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NOTICE REGARDING BACKGROUND INVESTIGATION REPORTS PURSUANT TO CALIFORNIA LAW (BIRN PAGE 1 OF 1)



CALIFORNIA
ASSOCIATION
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CRA: Sacramento Superior Court, Address: www.saccourt.ca.gov (online public access)

Telephone: _____ Email: _____

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- In person, by visual inspection of your file during normal business hours and on reasonable notice. You also may request a copy of the information in person. The CRA may not charge you more than the actual copying costs for providing you with a copy of your file.
- A summary of all information contained in the CRA's file on you that is required to be provided by the California Civil Code will be provided to you via telephone, if you have made a written request, with proper identification, for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.
- By requesting a copy be sent to a specified addressee by certified mail. CRAs complying with requests for certified mailings shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the CRAs.

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