

[Date]

[Consumer Name]

[Address]

[City, State, Zip Code]

Important Notice Regarding Your Privacy Choices

Dear [Consumer Name],

At [Company Name], we value your privacy. This letter serves as formal notification regarding your right to opt-out of the sharing and sale of your personal information.

What Information We Collect:

We may collect identifiers, commercial information, and internet activity to improve our services and provide personalized offers.

Your Right to Opt-Out:

Under applicable privacy laws, you have the right to direct us not to sell or share your personal information with third parties for cross-context behavioral advertising or marketing purposes.

How to Exercise Your Right:

If you wish to opt-out, please complete one of the following steps:

- Return the enclosed form to: [Company Address]
- Visit our website at: [URL to Privacy Portal]
- Call our toll-free privacy line at: [Phone Number]

Please note that opting out may limit our ability to provide you with certain personalized discounts or offers. Your choice will remain in effect until you notify us otherwise.

If you have any questions, please contact our Privacy Office at [Email Address].

Sincerely,

[Name/Department]

[Company Name]

Opt-Out Request Form

I request that [Company Name] does not sell or share my personal information.

Full Name: _____

Account Number (if applicable): _____

Signature: _____ Date: _____