

PRIVACY DISCLOSURE
MENASHA CORPORATION EMPLOYEES CREDIT UNION

Menasha Corporation Employees Credit Union, your member owned financial institution, is committed to providing you financial products and services to meet your needs and reach your financial goals. We are equally committed to protecting our members' privacy. You can be confident that your financial privacy is a high priority of this credit union. We are required by law to give you this privacy notice to explain how we collect, use and safeguard your personal financial information.

1. We will collect only the personal information that is necessary to conduct business. "Personal information" is defined as that which is non-public but is necessary to provide competitive financial products and services including:
 - ❖ Information we receive from you on applications and other forms;
 - ❖ Information about you transaction with us or others;
 - ❖ Information we receive from a consumer reporting agency;
 - ❖ Information obtained when verifying the information you provide on an application or other forms. This may be obtained from your current or past employers or from other institutions where you conduct financial transactions.
2. We will protect your personal information. Our employees are trained to the importance of maintaining confidentiality and member privacy.
 - ❖ We will maintain strong security controls to ensure that your information in the files and computers is protected.
 - ❖ Where appropriate, the Credit Union will use security coding to prevent unauthorized access to your personal records, to ensure accuracy and integrity in all communications and transactions, and to protect your confidentiality.
3. We will provide you with access to your private information.
 - ❖ You will have the opportunity to review your information and make necessary changes to ensure that the Credit Union records are completed accurate.
 - ❖ Access will be arranged during regular Credit Union office hours at a mutually agreed upon time so as not to inconvenience other members.
4. Menasha Corporation Employees Credit Union will only share information about you and former member when absolutely necessary of disclosures to other non-affiliated parties as permitted by law, such as:
 - ❖ When sharing is necessary to administer the products and services
 - ❖ When we are required to do so by the regulatory bodies
 - ❖ When the Board of Directors decides to partner with other businesses to offer you a broader array of products and services
5. Menasha Corporation Employees Credit Union will partner only with businesses that follow strict confidentiality requirements.
 - ❖ Partnering businesses will only be selected if they can offer products designed to enhance your economic well-being.
 - ❖ Under no circumstances will the Credit Union authorize these firms to change or access any of your accounts with your written consent nor to provide information to the third parties.
 - ❖ This Credit Union will not sell your information to telemarketing firms.
6. We will offer you a choice on how your private information is to be used.
 - ❖ Any member may elect to keep non-public information from being shared with business partners unless it is required for normal business activities such as credit reports, statement processing, check processing etc.
 - ❖ The Credit Union will inform you how to exercise your choice
 - ❖ The Credit Union will take all reasonable steps to make sure your requests are followed.
 - ❖ At least once a year, the Credit Union will remind of your right to "opt out."

You can protect your privacy by using caution when disclosing your account numbers, social security numbers, pin numbers; etc to other persons, if someone calls, explains the call is on behalf of the credit union and asks for your account number, you should beware. Official credit union staff will have access to your information and will not need to ask for it. Keep your information with us current. If we detect potentially fraudulent or unauthorized activity or use of an account we will attempt to contact you immediately. If your address or phone number changes, please let us know. Any questions please call (920) 751-1377.

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