

# Submit a privacy request



Loan # (if applicable)	Email	
First and last name	Birthdate	
Address line 1	Phone	
Address line 2	Last 4 of SSN (if applicable)	
City	State	Zip

Fields with an asterisk (\*) are required.

## How would you like for us to deliver a response to your request?\*

- Electronic    Mail

## Select one option that best defines your current relationship with Guild Mortgage.\*

- Submitted information to determine loan eligibility    Started an application but didn't submit it  
 Submitted an application    Active loan servicing customer    Employee/former employee  
 B2B contact (Please list the employer: \_\_\_\_\_)    Job applicant    Not sure

## Select your request type by choosing at least one option.\*

### Request to know:

- What specific pieces of your personal information have been collected. (Note: If selected, you may be required to provide additional proof of identification before a response will be provided.)
- What categories of your personal information have been collected. This includes the sources from which that information was collected and the third parties that we disclosed it to.

### Request to delete:

- Request to delete your personal information. (Note: You will be required to separately confirm that you want your personal information deleted before your request will be processed. We will also maintain a record of your request to delete pursuant to Civil Code section 1798.105(c)(2).)

### Request to correct:

- Request to correct your personal information.

Please identify the personal information to be corrected and enclose any supporting documentation necessary to verify your request.\*

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## Select your request certification type.\*

- Option 1** - I certify that I am making this request on my own behalf and that I am a resident of the State of California.

*Please enclose proof of identification, which may include one copy of your driver's license, passport or state identification card. You may redact the driver's license number at your discretion.*

- Option 2** - I certify that I am a third-party agent authorized to make this request on behalf of the above-named individual. By making this request, I understand and acknowledge that proof of authorization AND identity verification is required to submit this form. Proof of authority can include power of attorney or written authorization.

*Please enclose written permission signed by the individual authorizing you to make this request on his/her behalf and proof of the individual's identification.*

Agent first and last name\* \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Agent company name \_\_\_\_\_

Address line 1\* \_\_\_\_\_

Address line 2 \_\_\_\_\_

Agent city\* \_\_\_\_\_

Agent state\* \_\_\_\_\_ Agent zip code\* \_\_\_\_\_

I declare, under the penalty of perjury, that the information I have provided is accurate and complete to the best of my knowledge.\*

**California residents only** - The California Consumer Privacy Act allows CALIFORNIA RESIDENTS ONLY to request to know more about how a business treats their personal information and, in certain cases, to request to delete that information. A business may not disclose or delete a consumer's personal information if that information was collected, processed, or disclosed pursuant to the federal Gramm-Leach-Bliley Act or the California Financial Information Privacy Act. Additionally, residents are limited to no more than two (2) requests within any 12-month period. Other exceptions may apply and therefore impact whether or not a business must disclose or delete personal information upon request.

Please note that Guild Mortgage Company does not and will not sell your personal information.

Mail to:

**Guild Mortgage Company, Attn: Legal Department, 5887 Copley Drive, San Diego, CA 92111**