

## **Notice regarding TrueFiling Data Protection**

This is to notify you that TrueFiling (ImageSoft, Inc.) will begin enforcing the data purge guidelines as stated in the License Agreement beginning Dec 26th 2015.

### **What this means to you:**

- The official filing at the Court will not be affected or removed;
- Documents filed in 2014 will be removed from TrueFiling;
- All records filed in 2015 will be maintained until March 2016;
- Beginning March 2016, TrueFiling will remove documents from the TrueFiling user interface after 180 days;
- After a filing has been inactive for 180 days, you will not have access to the official copy, proof of service, or document receipt through TrueFiling;
- If there are any official copies you need, you must retrieve these before 180 days of inactivity;
- If you require a copy of a document after it has been purged from TrueFiling, you will need to contact the court to receive a copy of this document.

*The Court recommends you download and save any official copies, proofs of service, or receipts before the beginning of 2016.*