

[Law Firm Letterhead]

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

**RE: Legal Opinion Regarding Compliance with the Illinois Biometric Information Privacy Act (BIPA)**

Dear [Client Contact Name],

We have been requested to provide a legal opinion regarding [Company Name]'s ("the Company") compliance with the Illinois Biometric Information Privacy Act, 740 ILCS 14/1 et seq. ("BIPA"), specifically concerning the collection, use, and storage of biometric identifiers and information.

**1. Scope of Review**

In rendering this opinion, we have reviewed the following documents and processes provided by the Company:

- The Company's Written Biometric Retention and Destruction Policy;
- The Biometric Notice and Consent Form;
- Technical descriptions of the [Biometric System Name] used for [Timekeeping/Security/Access Control];
- Security protocols for the storage of biometric data.

**2. Compliance Analysis**

Based on our review, it is our opinion that the Company's practices currently align with the following BIPA requirements:

- **Section 15(a):** The Company maintains a publicly available written policy establishing a retention schedule and guidelines for permanently destroying biometric identifiers.
- **Section 15(b):** The Company provides written notice and obtains an executed written release from individuals prior to the collection of biometric data.
- **Section 15(c):** The Company's policies prohibit the sale, lease, or trade of biometric identifiers.
- **Section 15(d):** Disclosure of biometric data is limited to instances authorized by the subject or required by law.
- **Section 15(e):** The Company employs a standard of care for storing and protecting biometric data that is consistent with or exceeds industry standards.

**3. Conclusion**

In our professional opinion, based upon the information provided, the Company is in material compliance with BIPA as of the date of this letter. This opinion is limited to the laws of the State of Illinois and does not address federal law or the laws of other jurisdictions.

#### **4. Limitations**

This opinion is based on the facts as presented to us and the current judicial interpretation of BIPA. Changes in technology, internal procedures, or future court rulings may affect the validity of this opinion.

Sincerely,

[Authorized Signature]

[Printed Name of Attorney]

[Name of Law Firm]