

[Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Address]

[City, State, Zip Code]

RE: Attestation of Compliance with Gramm-Leach-Bliley Act (GLBA) Safeguards Rule

To Whom It May Concern,

This letter serves as formal attestation that [Company Name] has developed, implemented, and maintains a comprehensive written Information Security Program (ISP) in accordance with the requirements of the Gramm-Leach-Bliley Act (GLBA) and the FTC Safeguards Rule (16 CFR Part 314).

Specifically, [Company Name] confirms the following components of our security program are in place:

- **Designated Coordinator:** We have appointed a Qualified Individual to oversee and enforce the Information Security Program.
- **Risk Assessment:** We conduct regular written risk assessments to identify internal and external threats to the security, confidentiality, and integrity of customer information.
- **Safeguard Implementation:** We have implemented administrative, technical, and physical safeguards designed to control the risks identified in our assessments, including encryption of data at rest and in transit, and multi-factor authentication (MFA).
- **Monitoring and Testing:** We regularly test and monitor the effectiveness of our key controls, systems, and procedures through vulnerability assessments and periodic penetration testing.
- **Service Provider Oversight:** We require our service providers by contract to implement and maintain appropriate safeguards for customer information.
- **Program Evaluation:** Our Information Security Program is evaluated and adjusted periodically to reflect changes in technology, emerging threats, and business operations.

By signing this document, I certify that the Information Security Program of [Company Name] meets or exceeds the standards currently mandated by the GLBA Safeguards Rule.

Sincerely,

[Signature]

[Name of Qualified Individual/CISO]

[Title]

[Company Name]