UNITED BUSINESS BANK

California Consumer Privacy Act (CCPA) Request Form

Pursuant to the CCPA effective 01/01/20, as amended by the California Privacy Rights Act (CPRA) effective 01/01/23, certain California residents are provided with specific rights regarding the personal information that is collected about them. Please note, your rights to access, delete and correct may be limited under certain provisions of the CCPA and/or CPRA. Please see our CCPA Policy at www.unitedbusinessbank.com and use the Privacy Policy link for more details.

The information we request below, and any additional information we may request, will only be used to verify your identity, search for your information and respond to your request. Where feasible, we will match the identifying information you provide with information we have on record.

First Name:	Last Name:

For verification purposes, please use the address and contact information you have on file with us, as applicable.

Address:	City:	State:	Zip Code:

Phone Number:	Email Address:

Preferred Method of Response Communication: ☐ Email ☐ Mail

What type of request are you making?

- ☐ Request to Know: General categories of personal information we collect
- ☐ Request to Know: Specific pieces of information we've collected about you
- ☐ Request to Delete: Specific pieces of information we've collected about you
- ☐ Request to Correct: Specific pieces of information we've collected about you

Do you have a United Business Bank account? ☐ Yes ☐ No

Are you a current or former employee of United Business Bank? ☐ Yes ☐ No

Exceptions to our deletion responsibilities include, but are not limited to, information necessary to:

- Complete the transaction for which the personal information is collected;
- Provide a good or service requested by you or reasonably anticipated within the context of our ongoing business relationship with you;
- Perform a contract between us and you;
- Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity; or to prosecute those responsible for that activity;
- Debug to identify and repair errors;
- To enable solely internal uses that are reasonably aligned with your expectations based on your relationship with us;
- Comply with a legal obligation;
- Otherwise use your personal information internally in a lawful manner that is compatible with the context in which you provided the personal information.

Your request to us must be a verifiable request, meaning we must be able to verify your identity and that the personal information that we collected relates to you. In order to verify your identity we will identify you with information you have previously provided to us and with information from your account(s) or transactions. We may request additional information in order to verify your identity.

We will respond within 45 days once we receive your request. If we need more time, we will inform you of the reason for the delay during this time period and may extend the time to respond up to an additional 45 days.

Authorized Agent. You may designate an authorized agent to make a request under the CCPA on your behalf. We retain the right to verify the legitimacy of that designation, and to identify both you and the agent. We will identify you with information you have previously provided to us and with information about your account(s) or transactions.

Requestor Name (Please Print):	Requestor Signature:

Request Date:

Please submit the completed CCPA Request Form to your local Branch or mail it to:

United Business Bank
500 Ygnacio Valley Road, Suite 100
Walnut Creek, CA 94596

For additional information, please call our Support Center Toll-Free at: 855-476-BANK (2265)

INTERNAL USE ONLY:	**Date Request Received**	**Date ID Verified**	**Verified By: (please print)**	**Date Sent to Compliance**
Send to Compliance immediately				

See SPM #507 for Identification Verification procedures. Upon ID Verification, submit completed form to Compliance@ubb-us.com.