

Please read: Important information regarding the safety of your money.

Thank you for choosing Wollens for your legal matter. There are a few guidelines we need to make you aware of to ensure the safety of your money during the time we're representing you.

Please be alert to the dangers of cyber-crime. If you receive an email from us requesting your bank details, or providing you with bank details, please contact your lawyer immediately to clarify the position. There is an increasing risk of unsecure email accounts being hacked and false bank details being provided to clients to send money to fraudulent accounts.

If you follow these simple principles your money will be safeguarded.

- 1. We will never change our bank details. If you ever receive an email asking you to pay funds to a different account number, even if it looks genuine, your email account will have been compromised by fraudsters. Please advise us by phone immediately.
- 2. If you receive such a request by email, change your email password immediately to secure your email account.
- 3. Activate dual factor authentication on your email account to help further protect your data.
- 4. Never pay funds to us without confirming the bank details with our accounts department first.
- 5. If you are unsure about a request of any nature, please call us.

We want to emphasise the importance of secure communication when it comes to financial transactions. We will not accept responsibility if you transfer money to an incorrect bank account. If you have any doubts or concerns, please contact your lawyer before initiating any financial transactions.

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