

ELYVIA LAW PLLC

# Client Confidentiality Commitment

*Statement of confidentiality practices for legal, compliance, and RedZone-related work*

Version date: May 26, 2026

**Important notice:** This policy is provided for general informational purposes and does not create an attorney-client relationship, does not constitute legal advice to any person other than an engaged client within the scope of a written engagement, and may be supplemented by matter-specific engagement terms, outside-counsel guidelines, data-processing terms, or client instructions.

## Our Commitment

Elyvia Law treats client information as confidential and handles it in accordance with applicable professional-responsibility rules, engagement terms, law-firm policies, and client-specific instructions.

## Scope of Protected Information

Client information may include facts, documents, legal questions, compliance risks, business strategies, regulatory exposure, transaction details, supply-chain information, sanctions and export-control analyses, immigration information, corporate records, technical data, code, and other information related to a representation.

## Access Limitation

We limit access to client information to attorneys, personnel, approved service providers, consultants, experts, co-counsel, or others who need access for a legitimate matter-related, administrative, security, or legal purpose.

## Service Providers

Where Elyvia Law uses third-party service providers, including enterprise AI or software-development tools, we evaluate the provider role, security posture, confidentiality terms, data-use commitments, and suitability for the relevant matter.

## Client Instructions

Clients may request special handling restrictions for particular categories of information, such as export-controlled technical data, trade secrets, privileged internal investigations, board-level advice, merger or investment information, whistleblower materials, or highly sensitive government-facing matters.

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Such restrictions should be discussed and documented in the engagement or matter plan.

## Limits

Confidentiality obligations may be subject to exceptions under applicable law, court order, professional-responsibility rules, client authorization, conflict-check obligations, or other legal requirements.

Elyvia Law does not publicly disclose client confidential information without authorization or other lawful basis.

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*Document status: Public-facing policy draft for website, client onboarding, and engagement workflow use. Internal implementation procedures, security configurations, vendor contracts, and matter-specific instructions should be maintained separately.*