#### **Squareone International**



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# **Privacy Policy for Squareone International (Pty) Ltd**

At Squareone International (Pty) Ltd, we are committed to protecting the privacy and security of our clients' personal information. This Privacy Policy outlines the types of personal information we collect, how we use it, and how we protect it.

- 1. Information We Collect
  - We may collect personal information from clients in the course of providing our services. This may include:
- Contact information, such as name, email address, phone number, and mailing address
- Company information, such as company name and business address
- Financial information, such as billing information and credit card details
- Information about your use of our services, such as website usage data and social media engagement
- 2. How We Use Your Information

We may use the personal information we collect to:

- Provide our services to you
- Communicate with you about your account and our services
- Process payments for our services
- Improve our services and develop new offerings
- Comply with legal and regulatory requirements
- 3. Sharing Your Information

We do not sell, rent, or share your personal information with third parties for their own marketing purposes. We may share your information with our trusted partners and service providers who assist us in providing our services to you. We may also share your information if required by law or in response to a legal process.

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#### 4. Data Retention

We will retain your personal information for as long as necessary to provide our services and fulfill our legal obligations. We may also retain certain information for a longer period of time if necessary for legitimate business purposes, such as maintaining accurate financial records.

#### 5. Security

We take reasonable measures to protect the personal information we collect from unauthorized access, use, or disclosure. We use secure servers and encrypt data transmission to protect your information. However, no method of transmission over the Internet or electronic storage is 100% secure, and we cannot guarantee absolute security.

#### 6. Your Rights

You have certain rights regarding your personal information, including the right to access, correct, and delete your information. You may also have the right to object to or restrict certain types of processing of your information. To exercise these rights, please contact us using the information provided below.

## 7. Children's Privacy

Our services are not directed to children under the age of 13, and we do not knowingly collect personal information from children under the age of 13. If we become aware that we have collected personal information from a child under the age of 13, we will take steps to delete the information as soon as possible.

## 8. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. We will notify you of any material changes by posting the new Privacy Policy on our website. Your continued use of our services after such changes have been made constitutes your acceptance of the revised Privacy Policy.

#### Contact Us

If you have any questions or concerns about our Privacy Policy or our use of your personal information, please contact us at info@squareonestudioz.com

By using our services, you agree to the terms of this Privacy Policy. If you do not agree to this Privacy Policy, please do not use our services.