

Lakeside Technology Services, LLC
Privacy and Data Security Policy

Effective Date: 6/01/2023

At Lakeside Technology Services, LLC ("Lakeside Technology Services," "we," "us," or "our"), we are committed to protecting your privacy and ensuring the security of your personal and confidential information. This Privacy and Data Security Policy outlines our practices concerning the collection, use, and safeguarding of your data. Please read this policy carefully to understand how we handle your information.

1. Information We Collect:

We may collect the following types of information:

Personal Information: This includes data that can identify you, such as your name, email address, phone number, and billing information.

Device and Usage Information: We may collect information about the devices you use to access our services and how you use them. This may include IP addresses, browser types, operating systems, and pages visited on our website.

Payment Information: If you make payments to us, we may collect payment card information or other financial details necessary to process your payments securely.

2. How We Use Your Information:

We may use your information for the following purposes:

Providing Services: To deliver the services you have requested, including IT support, installation, and technical assistance.

Billing and Account Management: To process payments, send invoices, and manage your account.

Communication: To communicate with you about our services, updates, and special offers.

Improvement: To analyze data and improve our services, website, and customer experience.

3. Data Security:

We implement technical, administrative, and physical safeguards to protect your data from unauthorized access, disclosure, alteration, and destruction. We use encryption, secure access controls, and regular security assessments to maintain the integrity and confidentiality of your information.

4. Data Retention:

We will retain your data for as long as necessary to fulfill the purposes for which it was collected, including legal, accounting, or reporting requirements. Once your data is no longer required, we will securely delete or anonymize it.

5. Sharing Your Information:

We do not sell or rent your personal information to third parties. However, we may share your information with trusted partners or service providers who assist us in delivering our services. These partners are contractually obligated to maintain the confidentiality and security of your data.

6. Cookies and Tracking Technologies:

We use cookies and similar tracking technologies to enhance your experience on our website and collect analytics data. You can manage your cookie preferences through your browser settings.

7. Your Privacy Choices:

You have the following privacy choices:

Access and Correction: You may request access to and correction of your personal information in our possession.

Opt-Out: You can opt-out of receiving promotional emails from us by following the instructions provided in our emails.

8. Children's Privacy:

Our services are not intended for individuals under the age of 18. We do not knowingly collect personal information from children.

9. Changes to this Policy:

We may update this Privacy and Data Security Policy to reflect changes in our practices or legal requirements. Any updates will be posted on our website with an effective date.

10. Contact Us:

If you have questions, concerns, or requests regarding your privacy and data security, please contact us at:

Lakeside Technology Services, LLC

501-550-4107 or Services@lakesidetechnology.net

By using our services, you consent to the practices described in this Privacy and Data Security Policy. If you do not agree with these practices, please do not use our services.