

## **Personal Information Privacy Policy Agreement**

**Effective Date: December 9, 2023**

### **Introduction:**

This Personal Information Privacy Policy Agreement outlines the policies and procedures regarding the collection, use, disclosure, and protection of personal information provided by individuals ("you" or "user") to Mindful Management Consulting By using our services, you agree to the terms outlined in this Agreement.

### **1. Information We Collect:**

We collect personal information that is necessary for the provision of our services. This may include, but is not limited to, the following types of information:

- Name
- Contact Information (address, phone number, email address)
- Identification Information (government-issued ID)
- Financial Information (credit card details, banking information)

### **2. How We Use Your Information:**

We use the collected information for the following purposes:

- To provide and improve our services.
- To process transactions.
- To communicate with you about our services, promotions, and updates.
- To comply with legal requirements.

### **3. Information Sharing:**

We do not sell, trade, or otherwise transfer your personal information to outside parties without your consent, except as required by law or as necessary to provide our services.

### **4. Data Security:**

We implement reasonable security measures to protect your personal information from unauthorized access, alteration, disclosure, or destruction.

### **5. Your Rights:**

You have the right to:

- Access the personal information we hold about you.
- Correct inaccuracies in your personal information.

- Request the deletion of your personal information, subject to legal obligations.

## **6. Cookies and Tracking:**

We may use cookies and similar tracking technologies to enhance your experience on our website. You can control cookie preferences through your browser settings.

## **7. Changes to this Privacy Policy:**

We reserve the right to update or modify this Privacy Policy at any time. Any changes will be effective immediately upon posting on our website.

## **8. Contact Information:**

If you have questions or concerns about this Privacy Policy or your personal information, please contact us at [AMedlock@BeeMindful.Org](mailto:AMedlock@BeeMindful.Org)

**I, [REDACTED] acknowledge that I have read and understood the terms of this Personal Information Privacy Policy Agreement and agree to the collection, use, and disclosure of my personal information as outlined above.**

**Signature:** [REDACTED]

**Date:** [REDACTED]

**Mindful Management Consulting Services No-Refund Policy Agreement**

This No-Refund Policy Agreement is entered into by and between Mindful Management Consulting and the undersigned client ("Client") for the provision of consulting services.

**1. Services Provided:** Consultant agrees to provide the consulting services as outlined in the mutually agreed-upon contract or statement of work.

**2. Payment:** Client agrees to pay the agreed-upon fee for the consulting services. Payment is due in accordance with the terms specified in the invoice or contract.

**3. No-Refund Policy:** Client acknowledges and agrees that all fees paid for consulting services are non-refundable. Regardless of the circumstances, including but not limited to dissatisfaction with the services provided, changes in business circumstances, or project cancellation, no refunds will be issued.

**4. Termination:** Either party may terminate the consulting services by providing written notice to the other party in accordance with the terms of the contract. In the event of termination, no refunds will be issued for services already provided or for any remaining unused portion of the consulting services.

**5. Dispute Resolution:** Any disputes arising out of or in connection with this Agreement shall be resolved through amicable negotiations between the parties. If a resolution cannot be reached, the parties agree to pursue mediation or arbitration in accordance with the laws of [your jurisdiction].

**6. Amendments:** This Agreement may only be amended in writing and signed by both parties.

**7. Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of [your jurisdiction].

**8. Entire Agreement:** This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements, whether oral or written, regarding the subject matter herein.

**IN WITNESS WHEREOF,** the parties hereto have executed this No-Refund Policy Agreement as of the Effective Date. December 9, 2023- Mindful Management Consulting

[Client Name]

Client Signature]

Date: December 9, 2023

**Mindful Management Consulting-Deposit Payment Policy** This Deposit Payment Policy is entered into by and between Mindful Management Consulting and the undersigned client ("Client") for the provision of consulting services.

**1. Deposit Requirement:** Client agrees to pay a non-refundable deposit equal to 25% of the total consulting services fee upon the acceptance of the proposal or signing of the contract. This deposit is required to secure the Consultant's availability and initiate the consulting services.

**2. Confirmation of Services:** Upon receipt of the deposit, Consultant will confirm the consulting services engagement and schedule the necessary resources and personnel to commence the project.

**3. Application of Deposit:** The deposit amount will be applied towards the total fee for the consulting services outlined in the contract. The remaining balance of the consulting fee is due as specified in the invoice or contract.

**4. Deposit Refund Exception:** In the event Consultant is unable to fulfill the consulting services due to unforeseen circumstances or any other reason beyond Consultant's control, the deposit will be refunded in full to the Client.

**5. Cancellation by Client:** If the Client cancels the consulting services after the deposit has been paid, the deposit is non-refundable. However, the Client may apply the deposit towards future consulting services within 6 months.

**6. Final Payment:** The final payment for the consulting services is due on or before the first appointment as specified in the invoice or contract. Failure to make the final payment by the due date may result in the suspension or termination of the consulting services.

**7. Late Payment:** Late payments may be subject to additional fees or interest charges as outlined in the contract.

**8. Amendments:** This Policy may only be amended in writing and signed by both parties.

**9. Governing Law:** This Policy shall be governed by and construed in accordance with the laws.

**10. Entire Agreement:** This Policy constitutes the entire understanding between the parties and supersedes all prior agreements, whether oral or written, regarding the subject matter herein.

**IN WITNESS WHEREOF,** the parties hereto have executed this Deposit Payment Policy as of the Effective Date. December 9, 2023 - Mindful Management Consulting

[Client Name]

[Client Signature]

Date: December 9, 2023

