

## **Tech Butlers LLC - Privacy Policy**

Effective Date: February 11, 2026

Tech Butlers LLC ("Tech Butlers," "we," "us," or "our") provides IT concierge, consulting, and managed support services to individuals and businesses. We are committed to protecting the confidentiality, integrity, and availability of personal and business information entrusted to us.

This Privacy Policy explains how we collect, use, disclose, and safeguard information when you visit our website, engage our services, or otherwise interact with us.

### **Information We Collect**

We may collect personal and business information including name, email address, phone number, mailing address, company details, device identifiers, IP addresses, system inventories, credentials provided for service delivery (stored securely), and communications content.

Payment information is processed exclusively by third-party PCI-compliant providers. Tech Butlers does not store full payment card numbers.

### **How We Use Information**

We use information to deliver professional IT services, manage client relationships, communicate operational matters, invoice, improve services, comply with legal obligations, and protect Tech Butlers and its clients.

### **Sharing of Information**

We may share information with trusted vendors supporting hosting, billing, communications, productivity, compliance, or security functions; when required by law; or in connection with corporate transactions. Tech Butlers does not sell personal information.

### **Cookies and Analytics**

Our website may use cookies and analytics tools for basic functionality and performance measurement. You may control cookies through browser settings.

### **Data Retention**

Information is retained only as long as reasonably necessary for operational, contractual, tax, or legal purposes and then securely deleted or anonymized.

### **Security**

We employ commercially reasonable administrative, physical, and technical safeguards. However, no system is perfectly secure, and absolute protection cannot be guaranteed.

### **Business Continuity and Data Access Disclaimer**

While Tech Butlers implements reasonable continuity practices, clients remain responsible for maintaining independent backups of their data. Tech Butlers is not a data escrow provider and does not

guarantee uninterrupted access to third-party platforms, cloud services, or vendor systems. In the event of service interruption, vendor outage, or termination of engagement, Tech Butlers makes no representation regarding continued access to externally hosted data.

### **California Privacy Rights**

California residents may request access, correction, or deletion of personal information pursuant to CPRA. We do not discriminate for exercising privacy rights.

### **Children Privacy**

Our services are not directed to children under 13.

### **Changes to This Policy**

We may update this policy periodically. Continued use of our services constitutes acceptance of the revised terms.

### **Contact**

Tech Butlers LLC

300 North Center Street, Unit 6

Casper, Wyoming 82601

Email: [contact@techbutlers.com](mailto:contact@techbutlers.com)