



# Privacy Policy

Effective Date: 10/23/2025

Updated: 01/24/2026

MHC Business Solutions, LLC (“MHC,” “we,” “our,” or “us”) is committed to protecting your privacy and handling personal information in a responsible and legally compliant manner. This Privacy Policy explains how we collect, use, disclose, and safeguard information obtained through our websites and services.

This Privacy Policy applies to the following websites (collectively, the “Websites”):

- <https://mhcbusinesssolutions.com>
- <https://llc4me.com>
- <https://mhcnnotary.net>

This Policy applies solely to information collected through these Websites and related online forms, except where otherwise stated.

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## 1. Information We Collect

### 1.1 Information You Voluntarily Provide

We collect information that you voluntarily provide to us, including but not limited to:

- Name, business name, and contact information
- Email address and phone number
- Mailing address
- Business and entity information
- Identification and document data required for filings, notary, apostille, or record retrieval services
- Payment-related information (processed by third-party payment processors)
- Communications submitted via forms, email, or direct contact

### 1.2 Automatically Collected Information

When you visit our Websites, we may automatically collect certain technical information, such as:

- IP address
- Browser type and version
- Device information
- Pages visited and time spent
- Referring URLs

This data is used for site functionality, analytics, security, and performance improvement.

1. MHC Business Solutions, LLC Privacy Policy



## **2. Use of Information**

We use collected information to:

- Respond to inquiries and service requests
- Provide and administer services
- Prepare and submit filings or documentation as authorized
- Communicate regarding services, updates, or policy changes
- Improve website functionality and user experience
- Comply with legal, regulatory, and recordkeeping obligations

We do **not** sell or rent personal information.

## **3. Disclosure and Sharing of Information**

We may share information only as necessary to fulfill requested services or comply with legal obligations, including with:

- Government agencies (e.g., Secretary of State, courts, licensing authorities)
- Notaries, apostille authorities, and authentication offices
- Shipping and courier services
- Payment processors and financial institutions
- Technology and hosting providers

All third parties receive only the information necessary to perform their function.

## **4. Legal and Compliance Notice**

MHC Business Solutions, LLC is **not a law firm** and does not provide legal advice. Submission of information does **not** create an attorney-client relationship, fiduciary relationship, or legal privilege.

Certain information may be retained to comply with regulatory, audit, tax, or recordkeeping requirements.

## **5. Marketing Communications**

Unless you opt out, we may contact you via email or other permitted channels regarding:

- Service updates
- New offerings
- Administrative notices
- Policy changes

You may opt out of marketing communications at any time by following unsubscribe instructions or contacting us directly.



## **6. Your Rights and Choices**

You may request to:

- Access personal information we have about you
- Correct or update your information
- Request deletion of information, subject to legal retention requirements
- Express concerns regarding data usage

Requests may be submitted using the contact information below. Identity verification may be required.

## **7. Data Security**

We implement reasonable administrative, technical, and physical safeguards to protect personal information.

- Sensitive information transmitted online is encrypted
- Access to personal data is limited to authorized personnel
- Systems are maintained in secure environments

No method of transmission or storage is 100% secure; therefore, we cannot guarantee absolute security.

## **8. Cookies and Tracking Technologies**

We use cookies and similar technologies to:

- Improve website functionality
- Recognize repeat visitors
- Analyze usage patterns

Cookies are not linked to personally identifiable information. Third-party service providers (e.g., analytics or advertising platforms) may place cookies on our Websites. We do not control these cookies. You may disable cookies through your browser settings; however, some features may not function properly.

## **9. Data Retention**

We retain personal information only for as long as necessary to:

- Provide services
- Meet contractual obligations
- Comply with legal and regulatory requirements
- Resolve disputes and enforce agreements



## **10. Changes to This Privacy Policy**

We may update this Privacy Policy periodically. Material changes will be communicated via:

- Website notice, and/or
- Email or other contact information on file

Continued use of the Websites constitutes acceptance of the updated Policy.

## **11. Contact Information**

If you have questions or concerns regarding this Privacy Policy, please contact:

**MHC Business Solutions, LLC**

Phone: (213) 373-4921

Email: [info@mhcbusinesssolutions.com](mailto:info@mhcbusinesssolutions.com)

**By using our Websites or submitting information, you acknowledge and agree to this Privacy Policy.**