

Privacy Policy for [Shades and Shutters/ shadesandshutters.ca]

Effective Date: [May 1/2026]

Last Updated: [May 1/2026]

1. Information We Collect

We collect information to provide better services to our users. This includes:

- **Personal Information:** Name, email address, and phone number when you fill out a contact form.
- **Usage Data:** IP address, browser type, and pages visited, collected automatically via log files.
- **Cookies:** Small files stored on your device to remember preferences and track site traffic.

2. How We Use Your Information

We use the data we collect for the following purposes:

- **Service Delivery:** To operate and maintain our website.
- **Communication:** To respond to inquiries or send updates.
- **Improvement:** To analyze how visitors use our site and improve functionality.
- **Marketing:** To send promotional materials (not yet, but may in future)

3. Sharing Your Information

We do not sell your personal data. We only share information with third parties in these cases:

- **Service Providers:** Partners who help us run our site (e.g., hosting, analytics).
- **Legal Requirements:** If required by law or to protect our legal rights.

4. Data Security & Retention

We use commercially acceptable security measures like [SSL encryption](#) to protect your data. We only keep your information as long as necessary to fulfill the purposes outlined in this policy.

5. Your Rights

Depending on your location (e.g., under [GDPR](#) or [CCPA](#)), you may have the right to:

- **Access:** Request copies of your personal data.
- **Correction:** Ask us to fix inaccurate information.
- **Deletion:** Request that we erase your data ("Right to be Forgotten").
- **Opt-Out:** Withdraw consent for marketing at any time.

6. Contact Us

If you have questions about this policy, contact us at:

- **Email:** [bmsshadesandshutters@gmail.com]
- **Address:** [12 River Run, Collingwood, On.]