

Privacy Policy

Docs-Help.com ("DOCS-HELP") understands the importance of and is committed to protecting the privacy of our customers' personal information.

- We will safeguard, according to strict standards of security and confidentiality, nonpublic, personal information our customers share with us. "Nonpublic, personal information," for example would include such information as your name, address, and credit card information. DOCS-HELP collects information when you agree to use DOCS-HELP's services or when you fill out a WebForm with your contact information. When submitting a WebForm on the DOCS-HELP website requesting that you be contacted by a DOCS-HELP representative, you are required to submit certain information, such as name, company name, phone number, and email address. When agreeing to use DOCS-HELP's services, you are required to submit further information, including, but not limited to, billing name, billing address, and credit card number. We will maintain safeguards, both physical and electronic, to protect that information. We will conduct our business in a manner that keeps personal customer information secure.
- We will limit the collection and use of customer information to the minimum we require in order to provide superior service to administer our business. This information allows us to better respond to our customer base and enhance our services. These include better customer support and timely notice of new DOCS-HELP services and specials. From time to time, we may wish to contact you to request feedback on your experience with using our services. Unless we have your written permission, we will use this information strictly on an internal basis for purposes such as business updates and market research. DOCS-HELP will not sell your information to any third parties.
- Only authorized DOCS-HELP administrators who need to know your personal information will access and use it. DOCS-HELP employees who violate our Privacy Policy will be subject to disciplinary action.
- We will not share personal customer information (either current or former customers) outside of DOCS-HELP for any purpose other than administration or marketing of DOCS-HELP products or services, unless the disclosure has been authorized by the customer or is permitted or required by law.
- To help us keep your customer information up-to-date and accurate, please contact a DOCS-HELP administrator if there is any change in your personal information.
- When necessary, we will review and revise our Privacy Policies to protect personal customer information. Changes to these Privacy Policies may be amended from time to time without notice. Any amendments to these policies will be posted to the DOCS-HELP web site.

Use of Google Analytics:

- This site makes use of Google Analytics for anonymous data tracking. Google Analytics uses first-party cookies, small text files with a single string of 100% anonymous text or numbers. The information generated by cookies about your use of the website (including your IP address) is transmitted to Google. This information is then used to evaluate visitors' use of the website and to compile statistical reports on website activity.
- Google does not associate your IP address with any other data held by them. We do not collect any personal or identifiable information about website visitors using Google Analytics.