

Privacy Policy

This website (proofread4u.biz) is operated by Verena Mumford, based in Switzerland. I am committed to protecting your personal data in accordance with applicable data protection laws, including the Swiss Federal Act on Data Protection (FADP) and the EU/UK General Data Protection Regulation (GDPR).

Information I Collect

I collect personal data that you voluntarily provide via the contact form, including your name, email address, and any information you include in your message or documents.

How I Use Your Information

Your data is used solely to respond to your inquiry, communicate with you, and provide proofreading and related services.

Confidentiality

All documents and information submitted for proofreading are treated as strictly confidential and are used only for the purpose of providing the requested service.

Legal Basis for Processing

I process your personal data based on:

- your consent (when you submit the contact form), and/or
- the necessity to take steps prior to entering into a contract or to perform a contract.

Data Sharing

I do not sell or share your personal data with third parties. Your data may be processed by service providers (such as website hosting or email providers) only as necessary to operate this website and respond to you.

International Data Transfers

Your data may be processed in Switzerland. Where applicable, appropriate safeguards are in place to protect your data in accordance with GDPR requirements.

Data Retention

I retain personal data only as long as necessary to respond to your inquiry and provide services, or as required by law.

Your Rights

You have the right to request access to, correction of, or deletion of your personal data, as well as to restrict or object to its processing, subject to applicable law.

Cookies

This website may use minimal cookies to ensure proper functionality. You can disable cookies in your browser settings if you prefer.

Contact

If you have any questions or wish to exercise your data rights, please contact: support@proofreading4u.biz

Updates

This Privacy Policy may be updated from time to time. Last updated: April 2026.