

# **Privacy Policy**

Updated: 11.11.23

## **1. Personal Information We Collect**

**At TOP Handyman Repair, LLC, we value your privacy and are committed to protecting the information we collect while providing our handyman services. This Privacy Policy outlines how we handle your Personal Information:**

### **Personal Information You Provide:**

- **Account Information:** When you engage our services, we collect information associated with your account, such as your name, contact details, payment information, and transaction history.
- **Project Details:** When you request our services, we gather project-specific information necessary for completing the work.
- **Communication Information:** If you contact us, we collect your name, contact details, and the content of your messages.

### **Personal Information We Receive Automatically:**

- **Service Interaction Data:** Information generated during your interaction with our services, including job requests, appointment times, and project updates.

## **2. How We Use Personal Information**

**We use your Personal Information for the following purposes:**

- **Service Delivery:** To provide, administer, and fulfill our handyman services.
- **Communication:** To communicate with you regarding your service requests and inquiries.
- **Improvement:** To enhance our services and conduct internal research.
- **Security:** To safeguard against fraud, misuse, and protect our IT systems.
- **Legal Obligations:** To comply with applicable legal obligations and processes.

## **3. Disclosure of Personal Information**

**We may share your Personal Information with the following entities:**

- **Service Providers:** To assist us in delivering our handyman services, we may share your information with service providers.
- **Business Transfers:** In the event of business transactions, your Personal Information may be disclosed during the due diligence process or transferred to a successor.
- **Legal Requirements:** To comply with legal obligations, we may share information with government authorities or as necessary to protect our rights and safety.
- **Affiliates:** We may share your information with our affiliates for legitimate business purposes.

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## **4. Your Rights**

**Depending on your location, you may have rights concerning your Personal Information. You can exercise these rights by contacting us at [Contact Information]. These rights may include access, deletion, correction, and objection.**

## **5. Children**

**Our services are intended for adults and are not directed at children under the age of 18. We do not knowingly collect information from individuals under this age. If you believe a child has provided us with their information, please contact us at TED@TOPHANDYMAN.REPAIR**

## **6. Links to Other Websites**

**Our website may contain links to external websites. Please refer to the privacy policies of these websites, as they govern how your information is handled.**

## **7. Security and Retention**

**We implement security measures to protect your Personal Information. We retain your information for as long as necessary to provide our services, resolve disputes, and comply with legal obligations.**

## **8. International Users**

**By using our services, you acknowledge that your Personal Information may be processed and stored in the United States. We ensure appropriate safeguards for international data transfers.**

## **9. Changes to the Privacy Policy**

**We may update this Privacy Policy periodically, and any changes will be posted on our website.**

## **10. How to Contact Us**

**If you have questions or concerns not addressed in this Privacy Policy, please contact us at TED@TOPHANDYMAN.REPAIR**