

PRIVACY POLICY

Effective Date: February 18, 2018

Last Updated: March 10, 2023

## 1. Introduction

This Privacy Policy outlines how Vee's Notary Services Plus LLC ("Vee's Notary Services," "we," "our," or "us") collects, uses, and safeguards your personal information. We are committed to protecting your privacy and ensuring the security of your personal data. By using our services or website, you consent to the practices described in this policy.

## 2. Information We Collect

We may collect and process the following categories of personal information:

- **Contact Information:** This includes your name, postal address, email address, and phone number.
- **Identity Verification:** We may collect government-issued identification to comply with notary public regulations.
- **Payment Information:** If you make payments for our services, we collect payment details (e.g., credit card information) for billing purposes.
- **Communication:** Records of correspondence with us, including emails and phone call recordings.
- **Website Usage:** Information about your interactions with our website, including IP address, browser type, and device information.

## 3. How We Use Your Information

We use your personal information for the following purposes:

- **Providing Notary Services:** To fulfill notary services, including verifying your identity and witnessing document signings.
- **Communication:** To respond to your inquiries, provide customer support, and send updates regarding your notarized documents.
- **Legal Compliance:** To comply with applicable laws, regulations, and government requests.
- **Improving Services:** To analyze and enhance our services, including website performance and user experience.

## 4. Information Sharing

We do not sell or share your personal information with third parties except in the following cases:

PRIVACY POLICY

- **Service Providers:** We may use trusted third-party service providers to assist us in providing notary services or website functionality. These providers are contractually obligated to protect your information.
- **Legal Obligations:** We may share your information to comply with legal requirements, such as responding to court orders or government investigations.
- **Business Transfers:** If we undergo a merger, acquisition, or sale of assets, your information may be transferred as part of the transaction.

## 5. Data Security

We implement reasonable security measures to protect your personal information from unauthorized access, disclosure, alteration, and destruction. However, no method of data transmission over the internet or electronic storage is 100% secure, and we cannot guarantee absolute security.

## 6. Your Rights

You have the following rights concerning your personal information:

- **Access:** You can request access to the personal information we hold about you.
- **Correction:** You may request corrections to your personal data if it is inaccurate.
- **Deletion:** You have the right to request the deletion of your personal information.
- **Data Portability:** You can request a copy of your data in a machine-readable format.

## 7. Changes to this Policy

We may update this Privacy Policy from time to time, and any changes will be posted on our website with the effective date. Your continued use of our services after the policy changes constitutes your acceptance of the revised policy.

## 8. Contact Information

If you have questions, concerns, or requests related to this Privacy Policy, please contact us at:

Vee's Notary Services Plus LLC 2480 S Congress Ave Ste B Palm springs, FL 33406 (561) 762-4657 VeesNotaryServices18@gmail.com