# **Privacy Policy**

## 1. Introduction

Welcome to FOREFRONT CLEANING LLC. We are committed to protecting the privacy of our clients. This Privacy Policy outlines the types of information we collect from you, how we use it, and how we protect it. It also describes your choices regarding use, access, and correction of your personal information.

## 2. Information Collection

We collect information from you when you visit our website, schedule a service, or interact with us in other ways. The types of information we may collect include:

- Personal Information: Your name, address, email address, telephone number, and other contact information.
- Transaction Information: Details about the services you have requested and the payments you make.
- Technical Information: Information about your computer or device, including IP address, operating system, and browser type.

#### 3. Use of Information

The information we collect is used in the following ways:

- To provide, maintain, and improve our services.
- To process transactions and send you related information, including confirmations and invoices.
- To communicate with you about products, services, offers, promotions, and events.
- To monitor and analyze trends, usage, and activities in connection with our services.

#### 4. Information Sharing

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information unless we provide you with advance notice. This does not include website hosting partners and other parties who assist us in operating our website, conducting our business, or serving our users, so long as those parties agree to keep this information confidential.

5. Data Security

We implement a variety of security measures to maintain the safety of your personal information when you place an order or enter, submit, or access your information.

# 6. Your Rights

You have the right to access, correct, or delete your personal information stored with us. You can also object to the processing of your personal information, ask us to restrict processing of your personal information or request portability of your personal information.

## 7. Third-Party Links

Occasionally, at our discretion, we may include or offer third-party products or services on our website. These third-party sites have separate and independent privacy policies. We, therefore, have no responsibility or liability for the content and activities of these linked sites.

## 8. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on this page. You are advised to review this Privacy Policy periodically for any changes.

# 9. Contact Us

If you have any questions about this Privacy Policy, please contact us at:

- Address: Kelowna, West Kelowna, South Kelowna, Vernon
- Phone: +12362687232
- Email: cleaningforefront@gmail.com