TEISOFT PRIVACY NOTICE

Last Updated: [01-01-2024]

At **Teisoft, LLC** ("**Teisoft**"), we are committed to protecting your privacy and responsibly handling your personal data. This Privacy Notice outlines how we collect, use, disclose, and protect your personal information when you interact with us through our website, services, or any other form of communication.

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1. Who We Are

Teisoft, LLC, located at **1590 Harbour Side Dr, Weston, FL 33326, USA**, is the entity responsible for the processing of your personal data.

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2. Information We Collect

2.1. Personal Data You Provide

- **Contact Information:** Full name, email address, phone number.

- **Professional Details:** Job title, company name, industry.

- **User-Generated Content:** Questions, comments, or any other information you submit through forms or direct communication.

- **Contractual Information:** Data provided through service agreements or contracts.

2.2. Data Collected Automatically

- **Usage Data:** Information about how you interact with our website and services, such as pages viewed and time spent on our site.

- **Technical Data:** IP address, browser type and version, operating system, and device type.

- **Cookies and Similar Technologies:** Used to enhance your experience and analyze website usage (see Section 10 for more on cookies).

Note: We do not collect sensitive personal data such as health information, sexual orientation, ethnicity, or political opinions.

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3. How We Use Your Data

We process your personal data for the following purposes:

3.1. Primary Purposes

- **Service Delivery:** To provide, maintain, and improve our managed hosting and application development services.

- **Contract Management:** To manage contracts and service agreements, including related communications.

- **Customer Support:** To respond to your inquiries and provide technical assistance.

- **Analytics and Statistics:** To better understand how our services are used and to improve their functionality.

- **Legal Compliance:** To comply with legal obligations and regulatory requirements.

3.2. Secondary Purposes

We do not use your personal data for secondary purposes, such as market research or product development, without your prior consent.

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4. Legal Bases for Processing

We rely on the following legal bases to process your personal data:

- **Contractual Necessity:** Processing is necessary to perform a contract to which you are a party.

- **Legitimate Interests:** Processing is necessary for our legitimate business interests, such as improving our services, and does not override your rights and freedoms.

- **Legal Obligations:** To comply with legal obligations to which we are subject.

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5. Sharing Your Data

We may share your personal data with third parties under the following circumstances:

- **Service Providers:** We work with companies that provide us with support, hosting, email, and other essential services. These third parties are contractually required to protect your personal data and use it only for the purposes we specify.

- **Legal Authorities:** We may disclose your data to regulatory bodies or law enforcement when required by law, regulation, or to respond to legal processes.

We **do not sell** your personal data to third parties.

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6. International Data Transfers

Your personal data may be transferred to and stored in the United States. We ensure that appropriate security measures are in place and that such transfers comply with applicable data protection laws.

7. Data Security

We take reasonable technical and organizational measures to protect your personal data from loss, misuse, unauthorized access, disclosure, alteration, or destruction. These measures include:

- **Data Encryption**

- **Access Controls**

- **Regular Security Audits**

8. Data Retention

We retain your personal data **only for as long as necessary** to fulfill the purposes outlined in this Privacy Notice, unless a longer retention period is required or permitted by law. Once our business relationship with you has ended, and we no longer need your data, we will securely delete it.

9. Your Rights

You have the following rights regarding your personal data:

- **Access:** Request confirmation of whether we are processing your personal data and access it.

- **Correction:** Request the correction of inaccurate or incomplete data.

- **Deletion (Right to be Forgotten):** Request the deletion of your personal data when it is no longer necessary.

- **Objection:** Object to the processing of your personal data on legitimate grounds.

- **Restriction:** Request the limitation of processing your data in certain circumstances.

To exercise your rights, please contact us via:

- **Email:** compliance@teisoftllc.com

- **Mailing Address:** 1590 Harbour Side Dr, Weston, FL 33326, USA

We will respond to your request in accordance with applicable laws. We may need to verify your identity before processing your request.

10. Cookies and Similar Technologies

We use cookies and similar technologies for the following purposes:

- **Site Functionality:** To ensure our website operates correctly.

- **Analytics:** To gather data on how our website is used, allowing us to improve our services.

Types of cookies we use include:

- **Session Cookies:** To maintain your session and remember your preferences during your visit.

- **Analytical Cookies:** To collect information on how you use our website.

You can configure your browser to reject cookies or notify you when cookies are set. However, some features of the website may not function properly without cookies.

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11. Links to Third-Party Websites

Our website may contain links to third-party websites that are not under our control. We are not responsible for the privacy practices or content of those sites. We recommend reviewing their privacy policies before providing any personal information.

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12. Children's Privacy

Our services are **not intended for individuals under the age of 18**. We do not knowingly collect personal data from minors. If we become aware that we have inadvertently collected personal information from a minor without parental consent, we will take steps to delete it.

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13. Updates to This Privacy Notice

We may update this Privacy Notice from time to time. Any changes will be posted on our website, along with the updated "Last Updated" date. We recommend reviewing this notice periodically to stay informed about how we protect your data.

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14. Contact Us

If you have any questions, concerns, or comments about this Privacy Notice or how we handle your personal data, please contact us:

- **Email:** compliance@teisoftllc.com

- **Mailing Address:** 1590 Harbour Side Dr, Weston, FL 33326, USA

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15. Terms and Conditions

For more information about the terms and conditions governing the use of our services, please visit our [Terms and Conditions].

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16. Service Level Agreements (SLA)

For details about our service commitments, please refer to our [Service Level Agreement (SLA)].

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17. Regulatory Compliance

We comply with applicable privacy laws and regulations, including the **California Consumer Privacy Act (CCPA)**.

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18. Consent and Preferences

We obtain your consent for processing your personal data through:

- **Form Checkboxes:** By providing your personal data, you accept this Privacy Notice.

You may withdraw your consent at any time by contacting us via the methods outlined in Section 14.

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19. Analytics and Tracking

We use analytics tools, such as **Google Analytics**, to collect anonymized data about website usage. This information helps us improve our services.

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20. Third-Party Services

Our website and services may integrate third-party tools, such as payment gateways and email providers. These third parties may collect information according to their own privacy policies. We are not responsible for the privacy practices of these third parties.

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21. Limitation of Liability for External Links

Teisoft is not responsible for the content or privacy practices of external websites linked from our site. We recommend reviewing the privacy policies of these sites before providing any personal information.