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# **Privacy Policy**

Information Collection and Usage Policy

**1. Information Collection** 

We collect personal information that you voluntarily provide when using our services or website. This may include:

Your name, contact details, and any other necessary information required to deliver our services.

Details shared through inquiries, feedback, or interactions with our platform.

Additional information that helps us enhance user experience and service efficiency.

### 2. Use of Information

Your personal information is utilized to:

Deliver and enhance our services – Ensuring a seamless experience tailored to your needs.

Communicate effectively – Responding to your inquiries, providing updates, and offering support.

Improve and optimize – Refining our website and services based on user feedback and analytics.

Ensure legal compliance – Adhering to applicable laws, regulations, and security protocols.

We are committed to safeguarding your data and using it responsibly to enhance your experience while maintaining compliance with privacy standards.

# 4. Protection of Information

We implement appropriate security measures to safeguard your personal information from loss, misuse, unauthorized access, alteration, or disclosure. Our security protocols include encryption, access controls, and regular system monitoring to ensure data integrity and confidentiality.

## 5. Access and Correction

You have the right to access, update, or correct your personal information to ensure its accuracy. If you wish to review or modify your data, please contact us, and we will assist you promptly.

### 6. Changes to This Policy

We may update this Privacy Policy periodically to reflect changes in our practices, legal requirements, or industry standards. Any modifications will be posted on our website, and we encourage you to review this policy regularly to stay informed.

# 7. Contact Us

If you have any questions or concerns regarding this Privacy Policy or how we handle your personal information, please reach out to us via email at info@codyzea.com. We are committed to addressing your inquiries and ensuring your privacy rights are upheld.