**Effective Date:** 03/07/2024

## 1. Introduction

Welcome to [Your Website Name] ("we", "our", "us"). We are committed to protecting your privacy and ensuring that your personal information is handled in a safe and responsible manner. This Privacy Policy explains how we collect, use, and disclose your information when you visit our website.

## 2. Information We Collect

We collect the following types of information:

- **Personal Information:** This includes your name and phone number, which you may provide to us through our website forms.
- Analytics Data: This includes data such as your IP address, browser type, operating
  system, pages you visit on our site, and the time and date of your visit. This information
  is collected through cookies and other tracking technologies.

### 3. How We Use Your Information

We use the information we collect for the following purposes:

- To Provide and Improve Our Services: We use your personal information to respond to your inquiries and provide you with the services you request. Analytics data helps us understand how our website is used and how we can improve it.
- **Communication:** We may use your contact information to send you updates, newsletters, or other information you have requested.
- **Compliance and Protection:** We may use your information to comply with legal obligations, resolve disputes, and enforce our agreements.

# 4. Sharing Your Information

We do not sell, trade, or otherwise transfer your personal information to outside parties except in the following circumstances:

- **Service Providers:** We may share your information with third-party service providers who assist us in operating our website and conducting our business.
- **Legal Requirements:** We may disclose your information if required to do so by law or in response to valid requests by public authorities (e.g., a court or government agency).
- **Protection of Rights:** We may disclose your information to enforce our policies, protect our rights, property, or safety, and prevent fraud or security issues.

# 5. Cookies and Tracking Technologies

We use cookies and similar tracking technologies to collect and use analytics data. You can set your browser to refuse all or some cookies or to alert you when cookies are being sent. If you disable or refuse cookies, some parts of our website may become inaccessible or not function properly.

# 6. Data Security

We implement appropriate security measures to protect your personal information from unauthorized access, alteration, disclosure, or destruction. However, no internet or email transmission is ever fully secure or error-free, so please take special care in deciding what information you send to us.

## 7. Your Rights

You have the following rights regarding your personal information:

- Access: You can request access to the personal information we hold about you.
- **Correction:** You can request that we correct any inaccurate or incomplete personal information.
- **Deletion:** You can request that we delete your personal information, subject to certain exceptions.
- **Objection:** You can object to the processing of your personal information for direct marketing purposes.

To exercise these rights, please contact us at [Insert Contact Information].

# 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 our website. You are advised to review this Privacy Policy periodically for any changes.

#### 9. Contact Us

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

FDM Roofing Construction Contact info:

Contact iiio.

contact@fdmroofingconstruction.com

913-808-7682

913-626-9673