

Data Usage Policy for Sohcahtoa Holdings Website

Effective Date: 24/01/2025

At Sohcahtoa Holdings, we are committed to protecting the privacy and security of our website visitors. This Data Usage Policy outlines how we collect, use, store, and protect personal data when you visit or interact with our website. By accessing and using our website, you agree to the terms and conditions of this policy.

1. Information We Collect

We collect two types of information when you visit our website:

- **Personal Information:** This includes any identifiable information you provide voluntarily, such as your name, email address, phone number, and any other details you share when filling out contact forms, signing up for newsletters, or making inquiries.
- **Non-Personal Information:** We may collect non-personally identifiable information automatically when you visit our website. This includes IP addresses, browser types, device types, browsing behavior, pages visited, and time spent on the site. This information is used to improve the website's functionality and enhance your experience.

2. How We Use Your Information

We may use the information we collect for the following purposes:

- To provide, personalize, and improve our services and website experience.
- To respond to inquiries, process requests, and provide customer support.
- To send updates, newsletters, and other information that you have opted to receive.
- To monitor and analyze usage trends and improve the functionality of our website.
- To comply with legal obligations and enforce our terms of use.

3. Cookies and Tracking Technologies

Our website uses cookies and similar tracking technologies to enhance your user experience. Cookies are small text files stored on your device that help us analyze how visitors interact with the website. You can control the use of cookies through your browser settings. However, please note that disabling cookies may affect the performance and features of our website.

4. Data Sharing and Third-Party Services

We do not sell or rent your personal information to third parties. However, we may share your data with trusted third-party service providers who assist us in operating our website, conducting business, or delivering services to you, such as web hosting, analytics, or email services. These third parties are obligated to use your data solely for the purposes of providing the contracted services.

In certain circumstances, we may be required to share your information to comply with legal obligations or protect our rights, property, or the safety of others.

5. Data Security

We implement appropriate technical and organizational measures to protect your personal information from unauthorized access, alteration, disclosure, or destruction. However, please note that no method of transmission over the Internet or electronic storage is 100% secure. While we strive to protect your data, we cannot guarantee absolute security.

6. Retention of Your Data

We retain your personal information only for as long as necessary to fulfill the purposes for which it was collected, comply with legal obligations, resolve disputes, and enforce agreements.

7. Your Rights and Choices

You have the right to:

- Access, update, or correct your personal information.
- Request that we delete your personal information, subject to applicable laws and limitations.
- Opt-out of receiving marketing communications at any time by following the unsubscribe instructions in our emails or contacting us directly.

If you wish to exercise any of these rights or have any questions about your personal data, please contact us at info@sohcahlimited.com.

8. Children's Privacy

Our website is not intended for children under the age of 13, and we do not knowingly collect personal information from children. If you believe we have collected personal data from a

child under 13, please contact us immediately, and we will take steps to delete such information.

9. Changes to This Policy

We reserve the right to modify this Data Usage Policy at any time. Any changes will be posted on this page with an updated "Effective Date." We encourage you to review this policy periodically for any updates. Your continued use of our website after any changes constitutes your acceptance of the updated policy.

10. Contact Us

If you have any questions or concerns about our Data Usage Policy or how we handle your personal information, please contact us at info@sohcahlimited.com.

This Data Usage Policy is designed to help you understand how we use your data while ensuring that your privacy is respected. Thank you for trusting Sohcahtoa Holdings with your information.