

Privacy Policy

Introduction

At **Codex Creative Studio** ("Codex," "we," "our," or "us"), we respect your privacy and are committed to protecting the personal information you share with us. This Privacy Policy explains how we collect, use, and share your information when you use our website, applications, and other services (collectively, the "Services").

1. Information We Collect

We collect information to provide, improve, and personalize our Services. This includes:

1.1 Information You Provide to Us

- **Personal Information:** Name, email address, phone number, company name, and billing information when you sign up for our Services.
- **Content:** Any files, messages, or other information you upload or share through our Services.

1.2 Information We Automatically Collect

- **Usage Data:** Information about your interactions with our Services, such as IP address, browser type, operating system, and pages visited.
- **Cookies and Tracking Technologies:** We use cookies to analyze trends, administer the website, and improve user experience.

1.3 Information from Third Parties

- **Third-Party Services:** Information from payment processors or authentication providers when you connect your account.
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2. How We Use Your Information

We use the information we collect for the following purposes:

1. **To Provide Services:** Process transactions, manage accounts, and deliver requested features.
2. **To Improve Services:** Analyze usage trends, diagnose technical issues, and optimize our website.
3. **To Communicate:** Send important updates, marketing emails, and respond to inquiries.

4. **To Comply with Legal Obligations:** Ensure compliance with applicable laws and regulations.
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3. Sharing Your Information

We may share your information under the following circumstances:

1. **With Service Providers:** Third-party vendors that help us deliver our Services, such as hosting, payment processing, and analytics.
2. **With Legal Authorities:** When required by law or to protect our legal rights.
3. **With Your Consent:** If you authorize us to share your information with third parties.

We do not sell or rent your personal information to third parties.

4. Cookies and Tracking Technologies

We use cookies and similar technologies to:

- Recognize your device and preferences.
- Understand how you interact with our Services.
- Provide personalized content and advertising.

You can manage your cookie preferences through your browser settings.

5. Data Retention

We retain your personal information for as long as necessary to provide our Services or as required by law. When we no longer need your information, we securely delete or anonymize it.

6. Data Security

We implement technical, administrative, and physical safeguards to protect your information from unauthorized access, alteration, disclosure, or destruction. However, no method of transmission or storage is 100% secure, and we cannot guarantee absolute security.

7. Your Privacy Rights

Depending on your location, you may have the following rights:

1. **Access and Correction:** Request access to or correction of your personal data.
2. **Data Portability:** Request a copy of your data in a portable format.
3. **Deletion:** Request the deletion of your data.
4. **Opt-Out:** Unsubscribe from marketing communications.

To exercise your rights, contact us at **privacy@codexcreativestudio.com**.

8. International Users

If you access our Services from outside [Your Jurisdiction], your information may be transferred to, stored, and processed in [Your Jurisdiction] where our servers are located. By using our Services, you consent to such transfers.

9. Third-Party Links

Our website may contain links to third-party websites. We are not responsible for the privacy practices of these external sites. We encourage you to review their privacy policies.

10. Changes to This Policy

We may update this Privacy Policy periodically. We will notify you of significant changes by posting the updated policy on our website or sending an email notification. Your continued use of the Services after such updates constitutes acceptance of the revised policy.

11. Contact Us

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

Codex Creative Studio

Email: privacy@codexcreativestudio.com

Phone: +8801753058505

Address: [Insert Your Business Address]
