

# Privacy Policy

Effective Date: September 21, 2025 • Version: 1.0

**1. Overview.** The Boss Minute (the “Company”, “we”, “us”, or “our”) provides a premium daily executive briefing with concentration drills (the “Service”). This Privacy Policy describes how we collect, use, disclose, and safeguard information about subscribers and site visitors. This Policy applies to information processed when you visit our site, submit your email, receive our messages, or otherwise interact with the Service.

**2. Controller.** The Company is the data controller where applicable under the GDPR/UK GDPR. We may designate processors for email delivery, analytics, and storage. For privacy requests, contact: [privacy@thebossminute.com](mailto:privacy@thebossminute.com).

**3. Information We Collect.** (a) Identification: email address you provide. (b) Technical: device/usage data such as IP address, user agent, locale, and activity logs. (c) Transactional: subscription status, billing events processed by third-party payment processors. (d) Communications: your interactions with our emails (opens/clicks) and replies you send to us.

**4. Sources.** Directly from you; automatically through our site; from our processors (email, checkout, analytics) to operate the Service.

**5. Purposes of Processing.** Provide the Service; send daily briefings; administer subscriptions; prevent abuse; comply with law; improve content and delivery; maintain security; enforce terms.

**6. Legal Bases (GDPR/UK GDPR).** Performance of a contract; legitimate interests (Service operation, security, improvement, non-intrusive analytics); consent where required; compliance with legal obligations.

**7. Cookies/Tracking.** We may use essential cookies, local storage, or similar to maintain session settings (e.g., currency). We may use privacy-respecting analytics to understand aggregate engagement. You can control cookies in your browser; disabling may affect functionality.

**8. Sharing.** We share information with processors strictly to provide the Service (email platforms, cloud hosting, analytics, payment processors). We do not sell personal information. We may disclose if required by law, to protect rights, or during corporate transactions.

**9. International Transfers.** Data may be processed in countries that may not provide the same level of protection as your jurisdiction. Where required, we use appropriate safeguards (e.g., SCCs) with our processors.

**10. Retention.** We retain information for as long as necessary to provide the Service and for legitimate business or legal purposes. If you unsubscribe, we may retain minimal suppression data to honor your opt-out.

**11. Security.** We use reasonable administrative, technical, and physical measures to protect information. No system is perfectly secure.

**12. Your Rights.** Depending on your location, you may have rights to access, correct, delete, restrict, object to processing, or portability. California residents may have CPRA rights including to know, delete, and opt-out of certain sharing. To exercise rights, contact [privacy@thebossminute.com](mailto:privacy@thebossminute.com). We will verify and respond consistent with applicable law.

**13. Children.** The Service is not directed to children under 16. We do not knowingly collect children's data; if you believe we have, contact us.

**14. Changes.** We may update this Policy. The "Effective Date" indicates the latest version. Material changes will be reflected by posting the updated Policy.

**15. Contact.** For privacy questions or requests: [privacy@thebossminute.com](mailto:privacy@thebossminute.com).