

Privacy Policy and Legal Terms

Privacy Policy

1. Introduction

As a freelancer, I take your privacy seriously. This Privacy Policy outlines how I collect, use, store, and protect your personal data. By working with me, you agree to the practices described in this policy.

2. Information I Collect

I may collect the following information from you:

- Personal Information: Name, email address, phone number, and billing details.
- Project Information: Any files, content, or details you provide for project completion.
- Communication Data: Emails or messages exchanged for collaboration purposes.

3. How I Use Your Information

Your information is collected to:

- Communicate and manage the project effectively.
- Issue invoices and manage payments.
- Deliver project deliverables as agreed.
- Improve my services (e.g., to streamline workflows).

4. Data Protection

I take necessary precautions to secure your data, including:

- Storing information on encrypted devices or secure platforms (e.g., Google Drive).
- Using password-protected accounts to access data.

Privacy Policy and Legal Terms

- Sharing information only when required by law or explicitly authorized by you.

5. Your Rights

You have the right to:

- Access the data I hold about you.
- Request corrections or updates to your information.
- Request deletion of your data after the project is complete, unless legal obligations (e.g., tax laws) require me to retain it.

6. Third-party Tools

I use certain third-party services to assist with project management and communication, including:

- Google Drive (file sharing and storage).
- Payment platforms (e.g., PayPal, Stripe).
- Email services (e.g., Gmail).

Your data may be processed by these platforms under their privacy policies.

7. Contact

For questions or concerns about your data, contact me at:

Email: mihai.chira270@gmail.com

Phone: +373 69848035

Legal Information (Terms of Service)

1. Scope of Services

Privacy Policy and Legal Terms

I offer freelance services tailored to your needs, including but not limited to [list relevant services].

Every project is approached professionally and collaboratively to meet your goals.

2. Payment Terms

- Pricing: The agreed rate will be detailed in the project proposal or contract.
- Invoices: Issued after confirmation of work or as per milestones.
- Payment Methods: Accepted methods include PayPal, bank transfer, etc.
- Late Payments: Payments delayed beyond [X days] may incur a penalty of [X%].

3. Revisions and Scope Changes

- Revisions: Up to [X revisions] are included in the project. Additional revisions may be subject to extra charges.
- Scope Changes: Any changes outside the agreed project scope will require a new estimate or additional fees.

4. Confidentiality

- All information shared with me during the project will remain confidential.
- If required, I am open to signing a Non-Disclosure Agreement (NDA) to formalize this commitment.

5. Intellectual Property Rights

- Upon full payment, ownership of the final deliverables transfers to you.
- I reserve the right to showcase the work in my portfolio unless otherwise agreed in writing.

6. Liability Limitations

- I am not responsible for any issues arising from the use of the deliverables after project

Privacy Policy and Legal Terms

completion.

- I disclaim liability for indirect or unforeseen damages.

7. Termination

- Either party may terminate the agreement with written notice.

- In case of termination, payment will be required for any completed work up to the date of termination.

8. Governing Law

These terms are governed by the laws of [Your Country/Region]. Any disputes will be resolved in accordance with these laws.

9. Contact

For legal inquiries, please reach out at:

Email: mihai.chira270@gmail.com

Phone: +373 69848035