

LucidSeal

# Privacy Notice (Short Form Template)

Purpose: A plain-language privacy notice any organisation can adapt.

Doc ID	LS-POL-0001	Owner	LucidSeal
Version	v1.0	Status	Approved
Confidentiality	Public	Last Updated	2025-09-06
Approver	LucidSeal	Next Review	2026-06-30

## Change Log

Date	Author	Change	Version
2025-09-06	LucidSeal	Initial Version	v1.0

## Privacy Notice (Short Form Template)

We respect your privacy.

Here's what you need to know in simple terms:

What we collect	Why we collect it	How long we keep it
Only the details we need to provide our service (e.g., name, email).	To deliver what you've asked for.	Only as long as needed, then safely deleted.
Basic technical information (e.g., browser, device type).	To keep our site secure and improve it.	Automatically deleted or anonymised.

### Your choices

- You can ask to see, fix, or delete your information at any time.
- We never sell your information.
- We only share when required by law or when it's essential to provide the service.

### Contact us

 [Insert contact email]

We'll respond quickly and in clear language.