## 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.