

Privacy Policy - Sortout Innovation

Effective Date: [Insert Date]

Website: <https://sortoutinnovation.com>

Sortout Innovation ("we", "our", or "us") is committed to protecting your personal data and respecting your privacy. This Privacy Policy explains how we collect, use, store, share, and protect your information when you use our website or interact with our services.

1. Information We Collect

a) Personal Information

When you voluntarily fill out forms, sign up, or contact us, we may collect:

- Full name
- Email address
- Phone number
- Company/Organization name
- Other details you provide

b) Automatically Collected Information

When you visit our website, we may automatically collect:

- IP address
- Browser type and version
- Device type and operating system
- Pages visited and time spent
- Referring website or URL
- Cookies and usage data (see Section 5)

2. How We Use Your Information

We use your information for purposes such as:

- To respond to your inquiries or service requests
- To personalize your experience on our website
- To improve our website functionality and content
- For marketing and promotional purposes (only if you opt in)
- To analyze traffic and user behavior through tools like Google Analytics
- To detect, prevent, or investigate fraud, security breaches, or illegal activities

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3. Legal Basis for Data Collection

Depending on your location, our legal basis for collecting and using personal data may include:

- Your consent
- Fulfilling a contract with you
- Compliance with legal obligations
- Our legitimate business interests, such as improving our services

4. How We Share Your Information

We may share your data with:

- Trusted third-party service providers (e.g., hosting, analytics, payment processing)
- Legal authorities when required by law or for legal claims
- Business partners for services requested by you
- Other parties with your explicit consent

We never sell your personal data to third parties.

5. Cookies and Tracking Technologies

We use cookies and similar tools to improve your browsing experience. Cookies help us:

- Analyze web traffic
- Save user preferences
- Track user sessions for analytics

You can control or disable cookies via your browser settings. However, doing so may affect your experience on our website.

6. Data Retention

We retain your personal data only as long as necessary for:

- Providing the services you requested
- Fulfilling legal, tax, or accounting obligations
- Resolving disputes and enforcing our agreements

Once no longer required, your data is securely deleted or anonymized.

7. Data Security

We use industry-standard security practices to protect your data, including:

- SSL encryption
- Secure servers and firewalls
- Limited access to personal data by authorized personnel only

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While we strive to safeguard your data, no online transmission or storage is 100% secure.

8. Your Rights

Depending on your country (e.g., under GDPR), you may have rights such as:

- Right to access - See what personal data we hold about you
- Right to rectify - Correct any inaccurate or incomplete data
- Right to erase - Request deletion of your data
- Right to restrict processing - Ask us to limit how we use your data
- Right to data portability - Get your data in a structured, machine-readable format
- Right to withdraw consent - At any time, where processing is based on your consent

To exercise your rights, contact us at: privacy@sortoutinnovation.com

9. Third-Party Links

Our website may contain links to third-party websites. We are not responsible for the privacy practices or content of those websites. Please read their policies separately.

10. Children's Privacy

Our services are not directed at children under the age of 13. We do not knowingly collect data from anyone under this age. If we become aware, we will delete the data immediately.

11. Policy Changes

We may update this Privacy Policy from time to time. All updates will be posted on this page with the effective date. We recommend reviewing this policy regularly to stay informed.

12. Contact Us

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

Email: privacy@sortoutinnovation.com

Address: [Your Company Address Here]