

# Privacy Policy for TMOF COURIERS

**Date:** [30 November 2024]

## 1. Introduction

TMOF COURIERS ("we," "us," "our") respects your privacy and is committed to protecting your personal information. This Privacy Policy outlines how we collect, use, and safeguard the data we collect from customers, website visitors, and business partners. By using our services or visiting our website, you agree to the practices described in this policy.

## 2. Information We Collect

We collect personal information to provide our courier services effectively. The types of data we may collect include:

### 2.1 Personal Information

- Name
- Contact details (phone number, email address)
- Physical address for pickups or deliveries
- Billing or payment information

### 2.2 Non-Personal Information

- Browsing data (e.g., IP address, browser type, pages visited)
- Device information

## 3. How We Use Your Information

We use the information we collect for the following purposes:

- To provide, improve, and maintain our courier services.
- To process orders and ensure efficient deliveries.
- To communicate with customers regarding orders, inquiries, or updates.
- To comply with legal obligations, such as maintaining proper business records.
- To analyze website usage and improve our online presence.

## 4. Sharing of Information

We value your privacy and do not sell or rent your personal information. However, we may share your data with:

- **Service Providers:** Third-party logistics, payment processors, or IT support providers who assist in delivering our services.
- **Legal Authorities:** If required to comply with laws, regulations, or legal processes.

## 5. Data Retention

We retain personal information only for as long as necessary to fulfill the purposes outlined in this policy, including legal or business obligations.

## 6. Security of Information

We implement appropriate technical and organizational measures to protect your personal information from unauthorized access, loss, or misuse. However, no data transmission or storage system is completely secure. We encourage you to take precautions when sharing your data with us.

## 7. Your Rights

Depending on your location, you may have the following rights under applicable privacy laws:

- Access to your personal information.
- Correction of inaccurate or incomplete information.
- Deletion of your personal data (subject to legal or business requirements).
- Withdrawal of consent for processing data.

To exercise your rights, please contact us using the details provided below.

## 8. Cookies and Tracking Technologies

Our website uses cookies and similar technologies to enhance your browsing experience. You can control or disable cookies through your browser settings, but this may affect the functionality of our website.

## 9. Links to Third-Party Sites

Our website may contain links to external sites not governed by this Privacy Policy. We are not responsible for the content, privacy practices, or data collection methods of third-party sites.

## 10. Updates to This Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices or legal requirements. Please review this page periodically for the latest updates.

## 11. Contact Us

If you have questions about this Privacy Policy or how we handle your personal information, please contact us at:

### **TMOF COURIERS**

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