## **Privacy Policy for Starwave Web Development Agency**

Effective Date: 01/11/2024

Last Updated: 01/12/2024

Starwave Web Development Agency ("we," "our," or "us") is committed to protecting your privacy. This Privacy Policy explains how we collect, use, and protect your personal information when you visit our website, use our services, or interact with us in any way.

#### 1. Information We Collect

We may collect and process the following information:

#### a) Information You Provide to Us:

- Name, email address, phone number, and company name (e.g., when filling out a contact form or requesting a quote).
- Payment information (e.g., for invoicing purposes).
- Any other information you provide when contacting us.

#### b) Information Collected Automatically:

- IP address, browser type, and device information.
- Usage data such as pages visited, time spent on our website, and referral sources (via cookies and analytics tools).

#### 2. How We Use Your Information

We use your information for the following purposes:

- To provide, operate, and maintain our services.
- To respond to inquiries, provide customer support, or send service updates.
- To process payments and issue invoices.
- To send marketing communications, if you have opted in.
- To analyze website usage and improve user experience.
- To comply with legal obligations.

## 3. Sharing of Information

We will never sell your personal data. However, we may share your data with:

- Service providers (e.g., hosting, analytics, or payment processors) to help us operate our business.
- Legal authorities, if required by law or to protect our rights.

### 4. Cookies and Tracking Technologies

We use cookies and similar technologies to:

- Enhance website functionality.
- Analyze website usage (e.g., via Mixpanel).

You can control cookies through your browser settings.

#### 5. Data Retention

We retain your personal information only for as long as necessary to fulfill the purposes outlined in this Privacy Policy or as required by law.

## 6. Your Rights

Depending on your location, you may have the following rights regarding your personal information:

- Access, correct, or delete your personal data.
- Withdraw consent to data processing at any time.
- Object to the processing of your data for specific purposes.
- File a complaint with your local data protection authority.

For GDPR-related inquiries, please contact us using the details below.

# 7. Security

We take reasonable measures to protect your information from unauthorized access, alteration, disclosure, or destruction. However, no method of transmission over the internet or electronic storage is 100% secure.

# 8. Third-Party Links

Our website may contain links to third-party websites. We are not responsible for the privacy practices of these websites and encourage you to review their privacy policies.

# 9. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. Any changes will be posted on this page with the updated "Effective Date."

### 10. Contact Us

If you have any questions about this Privacy Policy or wish to exercise your rights, please contact us at:

### **Starwave Web Development Agency**

Email: starwaveweb@gmail.com

Phone: +36 30 609 0155

Address: 554 58, Jönköping, Tallörtsbacken 25.