

PRIVACY POLICY

We at Kirwin Wood Co., LLC value the privacy of our users. The purpose of this *Privacy Policy* is to help you understand what information we collect, how it is collected, and how we use it. We reserve the right to make changes to this Privacy Policy at any time.

This Privacy Policy was last updated on October 8, 2024.

INFORMATION WE COLLECT

1. **Non-Identifiable Information.** We may collect non-identifiable information from you (such as IP address, type of operating system used, and geographic data).
2. **Personal Information.** We may also collect personally identifiable information ("**Personal Information**") from you only if you voluntarily provide it to us. Personal Information includes your name, phone number, address, email, and billing information.
3. **Cookies.** We use cookies to collect certain information from all visitors of our website and platform (even visitors who do not use our services). Cookies allow us to identify and recognize your device to give users an enhanced experience (such as keeping users signed in between sessions) and to collect analytics about how users use our platform.

HOW THE INFORMATION IS USED

4. **How Personal Information is Used.** We use your Personal Information to create your account, perform services for you, communicate with you, and bill you.
5. **Payment information.** We may require your payment information (such as your billing address, phone number, and card information) before providing our services to you.
6. **Our Marketing.** By providing us with your Personal Information, you consent to receive our newsletters or other marketing material from us. You may opt out of our marketing at any time by notifying our Privacy Contact.

HOW THE INFORMATION IS SHARED

7. **Disclosure for Our Services.** We may disclose your Personal Information to third-parties we have contracted with in order to provide services you have requested from us.
8. **Third-Party Marketing.** We do not disclose or sell your Personal Information to others for the purpose of marketing third party businesses to you.

9. **Third-Party Websites.** This Policy applies only to our platform and not to other third-party websites or applications. Any information you provide to third-parties will not be governed under this Policy.
10. **Other Disclosure.** We may disclose Personal Information to attorneys, collections agencies, or law enforcement to address contract violations or illegal behavior. Additionally, we may disclose any information required by law or court order, or in connection with a corporate transaction.

SECURITY

11. **Your Security.** We are committed to protecting your privacy in accordance with privacy regulations. When personal information is submitted, the information is protected through encryption. Unfortunately, even with these measures, we cannot guarantee the security of your Personal Information. By using our platform, you acknowledge and agree that we make no such guarantee and that you are using our platform at your own risk.

MANAGING YOUR PERSONAL INFORMATION

12. **Opting Out.** You can opt out of newsletters, SMS messaging, or other marketing materials by contacting our Privacy Contact. You may also request the deletion of your Personal Information or request your file by contacting our Privacy Contact.
13. **Privacy Contact.** Any requests or questions about our Privacy Policy or your data can be sent to our "**Privacy Contact**" at:

hello@kirwinwood.com

CHANGES TO THIS PRIVACY POLICY

14. **Changes to our Privacy Policy.** We reserve the right to modify this Privacy Policy in accordance with applicable law. When this Privacy Policy is revised, the last updated date will be changed. You will be notified of any changes.