## **Privacy Policy**

A+ Translations LLC is committed to protecting your privacy and ensuring that your personal information is handled responsibly and transparently. This Privacy Policy explains how we collect, use, store, and safeguard the information you provide through our lead generation forms, website, and related services. By submitting your information, you consent to the practices described below.

## Information We Collect

When you complete our forms or contact us, we may collect personal information such as your name, email address, company name, job title, and any other details you choose to provide regarding your translation or localization needs. We may also collect technical information automatically through cookies or analytics tools when you visit our website.

## How We Use Your Information

We use the information you provide to:

- Respond to your inquiries and provide requested translation, interpretation, or localization services.
  - Communicate with you regarding projects, proposals, or service updates.
  - Improve our website, services, and marketing efforts.
  - Comply with legal or regulatory obligations.

We will never sell or rent your personal information to third parties. Information may be shared with trusted contractors, service providers, or partners who assist us in delivering services, but only to the extent necessary for the purpose described.

## Data Storage and Security

Your personal information is stored securely and protected against unauthorized access, alteration, or disclosure. We implement reasonable physical, technical, and

administrative measures to safeguard your data. While no system is entirely secure, we take appropriate steps to minimize risks.

**Data Retention** 

We retain your personal information only as long as necessary to fulfill the purposes for which it was collected, unless a longer retention period is required or permitted by law.

Your Rights

You have the right to request access, correction, or deletion of your personal information. You may also withdraw your consent to our processing of your data at any time by contacting us at the email provided below. Please note that certain legal or contractual obligations may limit these rights.

Third-Party Links

Our website and communications may contain links to third-party websites. We are not responsible for the privacy practices or content of external sites.

Contact Information

If you have any questions or concerns about this Privacy Policy or how your personal information is handled, please contact us at:

Email: ahmad.jaafil@aplustranslationsllc.com

Website: https://aplus-translations.com

Updates to This Policy

We may update this Privacy Policy from time to time to reflect changes in our practices, technology, or legal requirements. Updates will be posted on our website, and the revised date will indicate when the policy was last updated.

By providing your information through our forms or website, you acknowledge that you have read and understood this Privacy Policy.