## **Privacy Policy**

Last updated: July 26, 2024

This Privacy Policy outlines the policies and procedures of Citifuel LLC regarding the collection, use, and disclosure of your information when you use our service. It also informs you of your privacy rights and how the law protects you.

We use your personal data to provide and improve the service. By using the service, you agree to the collection and use of information in accordance with this Privacy Policy.

## **Interpretation and Definitions**

## Interpretation

Words with capitalized initial letters have meanings defined under the following conditions. These definitions apply regardless of whether the terms appear in singular or plural form.

#### **Definitions**

For the purposes of this Privacy Policy:

- Account: A unique account created for you to access our service or parts of our service.
- Affiliate: An entity that controls, is controlled by, or is under common control with a party, where "control" refers to ownership of 50% or more of the shares, equity interest, or other securities entitled to vote for election of directors or other managing authority.
- **Company**: Refers to Citifuel LLC, located in Allentown, Pennsylvania. Referred to as "the Company", "We", "Us", or "Our" in this Agreement.
- **Cookies**: Small files placed on your device by a website, containing details of your browsing history and other information.
- Country: Refers to the United States.
- Device: Any device that can access the service, such as a computer, cellphone, or digital tablet.
- Personal Data: Information that relates to an identified or identifiable individual.
- **Service**: Refers to the website and services provided by Citifuel LLC.
- Service Provider: Any person or entity that processes data on behalf of the Company.
- Third-party Social Media Service: Any website or social network through which a user can log in or create an account to use the service.
- Usage Data: Data collected automatically, either from the use of the service or from the service infrastructure itself (e.g., the duration of a page visit).
- Website: Refers to Citifuel LLC, accessible from <a href="https://citifuel.com/">https://citifuel.com/</a>
- You: The individual accessing or using the service, or the company or other legal entity on behalf of which such individual is accessing or using the service, as applicable.

## **Collecting and Using Your Personal Data**

## **Types of Data Collected**

**Personal Data** While using our service, we may ask you to provide us with certain personally identifiable information, including but not limited to:

- Email address
- First and last name
- Phone number
- Address, State, ZIP/Postal code, City
- Usage Data

**Usage Data** Usage Data is collected automatically when using the service. It may include details such as your device's IP address, browser type, browser version, pages visited, time and date of your visit, time spent on those pages, unique device identifiers, and other diagnostic data.

When you access the service through a mobile device, we may collect additional information, including device type, unique ID, IP address, operating system, and browser type.

**Information from Third-Party Social Media Services** We allow you to create an account and log in through third-party social media services, such as Google, Facebook, Instagram, Twitter, and LinkedIn. We may collect personal data associated with these accounts, such as your name, email, activities, or contact list.

## **Tracking Technologies and Cookies**

We use cookies and similar tracking technologies to monitor activity on our service and store information. These include:

- Cookies or Browser Cookies: A small file placed on your device. You can instruct your browser to refuse cookies, but certain parts of the service may not function properly if you do so.
- **Web Beacons**: Small electronic files that allow the Company to count users, track email opens, and collect other statistics.
- **Text message communications**: We use text messaging to communicate with you about your service. Normal messaging rates apply and the frequency of messages may vary. Mobile Carriers are not liable for delayed or undelivered messages.

No mobile information will be shared with third parties/affiliates for marketing/promotional purposes. All other categories exclude text messaging originator opt-in data and consent; this information will not be shared with any third parties.

Opt-out of text message communications. You may opt out of text messaging at any
time by replying to any message with STOP contacting us at admin@citifuel.com. This
will end the communications from that particular phone number. You may continue to
receive service-related and other non-marketing text messages from other phone
numbers managed by Company, and you may opt out of those in a similar fashion.

We use both session and persistent cookies for various purposes, including essential services, functionality, and preferences.

## **Use of Your Personal Data**

The Company may use your personal data for the following purposes:

- To provide and maintain our service: Including monitoring usage.
- To manage your account: Enabling your access to different functionalities.
- For contract performance: Such as fulfilling purchase agreements.
- **To contact you**: Through email, phone, or other means for updates or service-related information.
- To provide news and special offers: Unless you opt-out.
- For business transfers: In case of mergers, sales, or similar transactions.
- For other purposes: Such as data analysis and service improvements.

We may share your information in various situations, such as with service providers, business partners, or affiliates, and always with your consent.

### **Retention of Your Personal Data**

The Company will retain your personal data only as long as necessary for the purposes outlined in this Privacy Policy, including legal obligations, dispute resolution, and policy enforcement.

#### Transfer of Your Personal Data

Your information may be transferred and processed outside of your jurisdiction. We ensure adequate controls are in place for secure data handling.

## **Delete Your Personal Data**

You have the right to delete or request the deletion of your personal data. Certain information may be retained to comply with legal obligations.

### **Disclosure of Your Personal Data**

In certain circumstances, the Company may disclose your personal data, such as in legal obligations, business transactions, or to protect the safety of users.

## **Security of Your Personal Data**

We strive to use commercially acceptable means to protect your personal data but cannot guarantee absolute security.

# **Children's Privacy**

Our service does not address individuals under the age of 13. If we learn that we have collected personal data from a child under 13 without parental consent, we will take steps to delete that information.

## **Links to Other Websites**

Our service may contain links to third-party websites. We are not responsible for their content or privacy practices.

# **Changes to This Privacy Policy**

We may update this policy from time to time. Changes will be posted on this page, and you are advised to review it periodically.

### **Contact Us**

If you have any questions about this Privacy Policy, please contact us by email at admin@citifuel.com.