

# Privacy Policy

This Privacy Policy outlines how Archia Studio collects, uses, discloses, and protects the information of our clients and website visitors.

## 1. Information Collection

We may collect the following information:

- **Personal Information:**
  - Name
  - Contact information (email address, phone number)
  - Business information (company name, website address)
  - Project-related information (website content, design preferences)
- **Technical Information:**
  - IP address
  - Browser type
  - Operating system
  - Website usage data (pages visited, time spent on site)

## 2. Information Use

We use the collected information for the following purposes:

- **Providing Services:** To fulfill our contractual obligations, such as designing and developing websites, and providing digital marketing services.
- **Communication:** To communicate with clients regarding project updates, inquiries, and other relevant matters.
- **Improving Services:** To analyze website traffic, identify user trends, and improve the quality of our services.
- **Marketing and Promotions:** To send promotional emails and newsletters (with client consent).
- **Compliance:** To comply with legal and regulatory requirements.

## 3. Information Sharing

We may share your information with:

- **Third-party service providers:** Such as hosting providers, domain registrars, payment processors, and marketing automation platforms.
- **Business partners:** In limited circumstances, with your consent.
- **Legal authorities:** To comply with legal requests or when required by law.

## 4. Data Security

We take reasonable measures to protect your information from unauthorized access, use, or disclosure, including:

- Implementing appropriate security measures on our servers.
- Using secure data encryption methods.
- Regularly reviewing and updating our security protocols.

## 5. Data Retention

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

## 6. Your Rights

You have the right to:

- **Access:** Request access to the personal information we hold about you.
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- **Correction:** Request correction of any inaccurate or incomplete information.
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- **Erasure:** Request the deletion of your personal information in certain circumstances.
- **Restriction:** Request the restriction of processing your personal information.
- **Data Portability:** Request the transfer of your personal information to another organization.
- **Object:** Object to the processing of your personal information.

## 7. Contact Us

If you have any questions or concerns regarding this Privacy Policy, please contact us at [admin@archiastudio.com](mailto:admin@archiastudio.com)

## 8. Changes to this Privacy Policy

We may update this Privacy Policy from time to time. Any changes will be effective immediately upon posting on our website.



### Thanks And Regards

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