

Privacy Policy

Effective Date: March 17, 2025

Last Updated: March 17, 2025

Hanson Ledgers ("we," "us," or "our") respects your privacy and is committed to protecting your personal data. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website **hansonledgers.org**.

By using this website, you agree to the collection and use of your information in accordance with this Privacy Policy.

1. Information We Collect

We collect both **personal** and **non-personal** information when you interact with our website or services.

A. Personal Information

We may collect and process the following personal information:

- Name
- Email address
- Phone number
- Business name
- Billing information (if applicable)
- Any information you provide when contacting us

B. Non-Personal Information

When you visit our website, we may automatically collect certain information, including:

- IP address
- Browser type and version
- Device type
- Pages visited on our website
- Referring website
- Time and date of access

This data helps us improve website functionality and user experience.

2. How We Use Your Information

We use your data for the following purposes:

- To provide bookkeeping and financial services
 - To communicate with you about inquiries, services, and appointments
 - To process payments and send invoices
 - To send newsletters, updates, and marketing messages (with your consent)
 - To analyze website traffic and improve services
 - To comply with legal obligations
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3. Legal Basis for Processing Personal Data (GDPR Compliance)

Under the **General Data Protection Regulation (GDPR)**, we process personal data based on the following legal grounds:

- **Consent:** When you voluntarily provide your information and agree to receive communications.
 - **Contractual Necessity:** When processing is required to fulfill a contract with you (e.g., providing bookkeeping services).
 - **Legal Obligation:** When we are required to process data for legal compliance.
 - **Legitimate Interests:** When we process data to improve our services, provided it does not override your rights.
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4. Your Rights Under GDPR

If you are located in the **European Economic Area (EEA)**, you have the following rights regarding your personal data:

- **Right to Access:** Request a copy of the personal data we hold about you.
- **Right to Rectification:** Correct any inaccurate or incomplete data.
- **Right to Erasure ("Right to Be Forgotten"):** Request that we delete your data.
- **Right to Restrict Processing:** Limit how we use your data.
- **Right to Data Portability:** Request that your data be transferred to another service.
- **Right to Object:** Object to how we process your data.
- **Right to Withdraw Consent:** Withdraw any previously given consent.

To exercise your rights, contact us at **[Insert Contact Email]**.

5. Your Rights Under CCPA (California Consumer Privacy Act)

If you are a **California resident**, you have the following rights under the **CCPA**:

- **Right to Know:** Request information about what data we collect and how we use it.
- **Right to Delete:** Request that we delete your personal data.
- **Right to Opt-Out:** Opt out of the sale of personal information (we do not sell personal data).
- **Right to Non-Discrimination:** You will not be discriminated against for exercising your rights.

To exercise your CCPA rights, contact us at **[Insert Contact Email]**.

6. How We Protect Your Data

We use industry-standard security measures to protect your data, including:

- Encryption of sensitive data
- Secure data storage and access control
- Regular security audits

While we take reasonable precautions, no online data transmission is 100% secure.

7. Data Retention

We retain your personal data only as long as necessary for the purposes outlined in this Privacy Policy. We may retain certain information to comply with legal obligations, resolve disputes, and enforce our agreements.

8. Sharing and Disclosure of Information

We do **not** sell or rent your personal data. However, we may share your information in the following cases:

- **Service Providers:** We may share data with trusted third-party providers (e.g., payment processors, email marketing services).

- **Legal Compliance:** We may disclose information when required by law or in response to a legal request.
 - **Business Transfers:** If Hanson Ledgers is involved in a merger, acquisition, or asset sale, your data may be transferred.
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9. Cookies and Tracking Technologies

Our website uses cookies and similar tracking technologies to enhance user experience.

Types of Cookies We Use

- **Essential Cookies:** Required for website functionality.
- **Analytical Cookies:** Help us analyze website traffic.
- **Marketing Cookies:** Help us provide relevant ads.

You can manage or disable cookies through your browser settings.

10. Third-Party Links

Our website may contain links to third-party websites. We are not responsible for their privacy practices, and we encourage you to review their policies before sharing personal information.

11. Children's Privacy

Our website is not intended for individuals under the age of **13**. If we learn that we have collected personal information from a child without parental consent, we will take appropriate steps to delete such data.

12. International Data Transfers

If you are accessing our website from outside the **United States**, be aware that your data may be transferred to and processed in the U.S., where data protection laws may differ from those in your country.

13. Changes to This Privacy Policy

We may update this Privacy Policy periodically. Any changes will be posted with an updated **Effective Date**. We encourage you to review this policy regularly.

14. Contact Us

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

Hanson Ledgers

Arlington, TX 76015

Email: heather@hansonledgers.com

Website: www.hansonledgers.org