

# **Privacy Policy**

Effective Date: January 1, 2025

#### 1. Introduction

This Privacy Policy explains how we collect, use, and protect your personal data when you engage with our services or visit our website.

## 2. Information We Collect

We may collect your name, contact details, business information, and any documents you provide to us for accounting purposes.

#### 3. Use of Information

We use your information to provide services, communicate with you, and fulfill legal obligations.

# 4. Sharing of Information

We do not sell or rent your personal information. We may share it with third-party service providers as required for service delivery or compliance.

### 5. Data Security

We take reasonable steps to protect your information from unauthorized access or disclosure.

## 6. Your Rights

You have the right to access, update, or request deletion of your personal data, subject to legal obligations.

## 7. Changes to this Policy

We may update this policy periodically. The latest version will always be available on our website.

### 8. Contact Us

If you have questions, contact us at:

Artemis Consultancy Ltd

Email: <a href="mailto:swilson@artemisconsultancy.com">swilson@artemisconsultancy.com</a> or <a href="mailto:smarius@artemisconsultancy.com">smarius@artemisconsultancy.com</a> or <a href="mailto:smarius">smarius@artemisconsultancy.com</a> or <a href="mailto:smarius">smarius</a> or <a href="mailt

Phone: 1 (345) 743-2637

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