## **Privacy Policy**

**Effective Date: 11/10/2023** 

#### 1. Introduction

This Privacy Policy applies to the website <a href="www.conceptpr.com">www.conceptpr.com</a> (referred to as "we," "us," or "our"). Concept PR respects your privacy and is committed to protecting your personal data. This Policy explains how we collect, use, disclose, and safeguard your information when you visit our website and use our services. Please read this Privacy Policy carefully. By using our website, you consent to the practices described in this Policy.

#### 2. Information We Collect

**Contact Information:** We may collect your name, email address, mobile number, phone number, street address, city, state, pincode, country, and IP address.

**Log Data:** When you visit our website, our servers may automatically log standard data provided by your web browser, including your device's Internet Protocol (IP) address, browser type and version, pages visited, time and date of your visit, time spent on each page, and technical details related to any errors encountered.

**Demographic Information:** We may collect demographic information about you as part of a survey or voluntarily provided by you.

### 3. How We Collect Information

**Directly from You:** We collect information directly from you when you provide it to us, such as when you fill out a contact form or ask us a question via phone or email.

**Passively:** We use tracking tools like Google Analytics, Google Webmaster, browser cookies, to collect information about your usage of our website.

#### 4. Use of Your Personal Information

We may use your information to contact you, respond to your requests, or answer your queries.

# **5. Security of Your Personal Information**

When we gather and process your personal information, we take measures to safeguard it using industry-standard methods to prevent loss, theft, unauthorized access, disclosure, and misuse. While we make every effort to protect the personal information you share with us, it's important to note that no electronic transmission or storage method can guarantee absolute security. We adhere to applicable laws in the event of a data breach. You are advised to choose a secure password and maintain the overall security of your information within the scope of our services.

## 6. Sharing of Information with Third-Parties

We may share your information to comply with the law, respond to court orders or government agency requests. We will inform you before sharing your information for reasons not described in this Policy.

#### 7. Grievance Officer

In accordance with the Information Technology Act 2000, our Grievance Officer is: Ms. Pooja Chaudhri

Email: <a href="mailto:pooja@conceptpr.com">pooja@conceptpr.com</a>

# 8. Limits to Our Policy

Our website might contain links to external sites not managed by us. It's important to note that we lack control over the content and policies of these sites. Therefore, we cannot assume responsibility or liability for their privacy practices

# 9. Updates to this Policy

We will notify you of any material changes to this Policy and post an updated copy on our website. Please check our site periodically for updates.

#### 10. Jurisdiction

By visiting the website, you agree that any disputes arising under this Policy shall be governed by the laws of India and are subject to this Policy and the website's terms of use. If you have any questions or concerns, please contact our Grievance Officer at the email address provided above.

By using our services, you acknowledge that your personal data will be processed in accordance with our Privacy Policy.