

1. Introduction

Welcome to ProClaim Management Suite ("Service"), operated by SQ Business Software ("we", "us", or "our"). This Privacy Policy describes how we collect, use, and share your personal information when you use our Service.

2. Information We Collect

We collect the following types of information:

- **Personal Information:** Information that identifies you, such as your name, email address, phone number, and payment information.
- **Usage Information:** Information about your interactions with our Service, including the pages you visit, the features you use, and the actions you take.
- **Technical Information:** Information about your device and internet connection, such as your IP address, browser type, and operating system.

3. How We Use Your Information

We use your information for the following purposes:

- **Providing the Service:** To operate and maintain our Service, including processing transactions and providing customer support.
- **Improving the Service:** To analyze usage and improve the performance and functionality of our Service.
- **Communications:** To send you updates, marketing communications, and other information about our Service.
- **Compliance:** To comply with legal obligations and protect our rights and interests.

4. How We Share Your Information

We may share your information in the following circumstances:

- **Service Providers:** With third-party service providers who perform services on our behalf, such as payment processing and data analysis.
- **Legal Compliance:** If required by law or in response to a legal process, such as a subpoena or court order.
- **Business Transfers:** In connection with a merger, acquisition, or sale of all or part of our business.
- **With Your Consent:** With your consent or at your direction.

5. Your Rights and Choices

You have the following rights and choices regarding your personal information:

- **Access and Correction:** You can request access to your personal information and ask us to correct or update it.
- **Deletion:** You can request that we delete your personal information, subject to certain legal limitations.
- **Opt-Out:** You can opt-out of receiving marketing communications from us by following the instructions in those communications.
- **Data Portability:** You can request a copy of your personal information in a portable format.
- **Non-Discrimination:** You have the right not to be discriminated against for exercising your privacy rights.

6. Data Security

We implement appropriate technical and organizational measures to protect your personal information from unauthorized access, disclosure, alteration, and destruction. However, no security measures can be 100% effective, and we cannot guarantee the absolute security of your information.

7. Data Retention

We retain your personal information for as long as necessary to fulfill the purposes for which it was collected and to comply with our legal obligations. When we no longer need your personal information, we will securely delete or anonymize it.

8. International Data Transfers

If you are located outside the United States, your personal information may be transferred to and processed in the United States or other countries where we operate. By using our Service, you consent to the transfer of your information to these countries, which may have different data protection laws than your country of residence.

9. Children's Privacy

Our Service is not intended for children under the age of 18. We do not knowingly collect personal information from children under 18. If we learn that we have collected personal information from a child under 18, we will delete it.

10. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. We will notify you of any significant changes by posting the updated policy on our website and indicating the effective date at the top of the policy. Your continued use of the Service after the changes are posted constitutes your acceptance of the new Privacy Policy.

11. Contact Us

If you have any questions or concerns about this Privacy Policy, please contact us at:

SQ Business Software

PO Box 1066, Riverside, CA 92502

Email: Support@SQBusiness.Software

Phone: (253) 228-4214

Web: SQBusiness.Software