

Privacy Policy:

1. Introduction

LEFF is committed to protecting your personal data. This Privacy Policy explains how we collect, use, and share your information when you interact with our website, services, and communication channels.

2. Information We Collect

We collect personal data that you provide to us, such as:

// **Contact Details:** Name, email address, phone number

// **Business Information:** Company name, job title, industry

// **Message Content:** Information included in messages you send us

3. How We Use Your Information

We process your data for the following purposes:

// To respond to inquiries and provide requested services

// To improve our services based on user feedback

// With consent, to send marketing communications related to our products, services, and industry insights

4. Legal Basis for Processing

We process your data based on:

// **Consent:** Where you've opted into marketing communications

// **Legitimate Interest:** When processing is necessary to respond to inquiries or improve services

5. Data Sharing

We do not share your personal data with third parties unless required by law or necessary to fulfill your request.

6. Data Retention

Your data will be stored securely and retained only as long as needed to fulfill your request or comply with legal obligations.

7. Your Rights

You have the right to:

// **Access** your personal data

// **Rectify** inaccuracies

// **Request** deletion of your data (under certain conditions)

// **Withdraw consent** for marketing at any time

8. Data Security

We implement appropriate technical and organizational measures to safeguard your data.

9. Changes to This Policy

We may update this Privacy Policy from time to time. Any changes will be posted on this page.

Contact Us

If you have questions or requests regarding your data, please contact us at info@leffcommunications.com.