### Citri Clean Privacy Policy

Citri Clean is committed to maintaining privacy protections for its visitors. Our Privacy Policy is designed to help you understand how we collect, use and safeguard the information you provide to us.

For purposes of this Agreement, "Site" refers to the Company's website, which can be accessed at <u>www.citricleaning.com</u>.

"Service" refers to the Company's services accessed via the Site, in which users can review the floor cleaning services provided by Citri Clean.

By accessing our Site or our Service, you accept our Privacy Policy and you consent to our collection, use and disclosure of your Personal Information as described in this Privacy Policy.

### I. INFORMATION WE COLLECT

We collect "Non-Personal Information" and "Personal Information." **Non-Personal Information** includes information that cannot be used to personally identify you, such as anonymous usage data, general demographic information we may collect, referring/exit pages and URLs, platform types, preferences you submit and preferences that are generated based on the data you submit and number of clicks. **Personal Information** includes your name, email, and company name, which you submit through the contact us page on the Site.

#### II. HOW WE STORE INFORMATION

Our company is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to offer/sell our products and services to you. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.

### III. HOW WE USE AND SHARE INFORMATION

#### Personal Information:

Except as otherwise stated in this Privacy Policy, we do not sell, trade, rent or otherwise share for marketing purposes your Personal Information with third parties. In general, the Personal Information you provide to us is used to help us communicate with you.

#### Non-Personal Information:

In general, we use Non-Personal Information to help us improve the Service and customize the user experience. We also aggregate Non-Personal Information in order to track trends and analyze use patterns on the Site. This Privacy Policy does not limit in any way our use or disclosure of Non-Personal Information and we reserve the right to use and disclose such Non-Personal Information to our partners, advertisers and other third parties at our discretion.

# IV. YOUR RIGHTS REGARDING THE USE OF YOUR PERSONAL INFORMATION

You have the right at any time to prevent us from contacting you for marketing purposes. When we send a promotional communication to a user, the user can opt out of further promotional communications by following the unsubscribe instructions provided in each promotional e-mail.

## V. CHANGES TO OUR PRIVACY POLICY

The Company reserves the right to change this policy. We will notify you of significant changes to our Privacy Policy by sending a notice to the primary email address specified in your submission or by placing a prominent notice on our site. Significant changes will go into effect immediately.

## VI. CONTACT US

If you have any questions regarding this Privacy Policy or the practices of this Site, please contact us by sending an email to <u>citricleaning@gmail.com</u>.

Last Updated: This Privacy Policy was last updated on November 24, 2020.