

Welcome to **Riverside Business Center**. Your privacy is important to us, and we are committed to protecting any personal information you provide. This Privacy Policy outlines how we collect, use, and safeguard your information when you interact with our website, services, or facilities.

## 2. Information We Collect

We may collect the following types of information:

- **Personal Information:** Name, email address, phone number, business name, and any details you provide when inquiring about our services.
- **Non-Personal Information:** IP address, browser type, device information, and usage data collected through cookies and similar technologies.
- **Transaction Information:** Payment details and billing information when leasing or using our services.

## 3. How We Use Your Information

We use the collected information to:

- Provide, operate, and maintain our services.
- Process transactions and manage customer accounts.
- Respond to inquiries, requests, and support needs.
- Improve our website, services, and customer experience.
- Comply with legal obligations and prevent fraudulent activities.

## 4. Sharing of Information

We do not sell or rent your personal information. However, we may share your data with:

- **Service Providers:** Third-party vendors assisting in operations such as payment processing, marketing, and IT support.
- **Legal Authorities:** If required by law or to protect the rights and safety of our business, customers, or others.
- **Business Transfers:** In the event of a merger, acquisition, or sale of assets, your information may be transferred to the new entity.

## 5. Data Security

We implement industry-standard security measures to protect your personal information. However, no method of transmission over the internet or electronic storage is 100% secure. We encourage you to take precautions when sharing sensitive data.

## 6. Your Rights and Choices

You have the right to:

- Access, update, or delete your personal information.
- Opt out of marketing communications.
- Restrict or object to certain data processing activities.

## 7. Cookies and Tracking Technologies

Our website may use cookies and similar technologies to enhance user experience, analyze traffic, and improve our services. You can adjust your browser settings to refuse cookies, but this may affect site functionality.

## 8. Third-Party Links

Our website may contain links to third-party websites. We are not responsible for their privacy practices, so we encourage you to review their policies before providing personal information.

**9. Changes to This Privacy Policy**

We may update this Privacy Policy from time to time. Any changes will be posted on our website with the updated effective date. Continued use of our services after modifications indicates your acceptance of the revised policy.

**10. Contact Us**

If you have any questions or concerns about this Privacy Policy or how we handle your data, please contact us at: (713) 858-9717