At Varibill, we are committed to protecting the privacy and security of our customers' data. This Privacy Policy outlines how we collect, use, and protect your information when you use our billing as a service.

1. Information We Collect

We collect the following information from our customers:

- **1.1** Personal Information: When you sign up for our services, we collect personal information such as your name and email address. This information is necessary to create an account and provide our services to you.
- **1.2** Billing Information: In order to provide our billing services, we collect billing information such as your customers' information, as well as information on your products and services, together with the way in which these services were sold to your customers. This information is encrypted and stored securely in compliance with industry-standard security practices.
- **1.3** Usage Information: We collect usage information such as the billing records and usage data which is processed to allow us to provide billing services.

2. How We Use Your Information

We use your personal and billing information for the following purposes:

- **2.1** To provide our billing services to you and fulfil our contractual obligations.
- 2.2 To communicate with you about your account, including updates, maintenance, and other related information.
- 2.3 To improve our services and develop new features.
- 2.4 To comply with legal requirements, such as tax laws and financial regulations.
- **2.5** To provide support to our customers.

3. Data Security and Retention

We take the security of your data seriously and have implemented industry-standard security practices to protect your information from unauthorized access, use, or disclosure. We use encryption to protect your information during transmission and at rest. We retain your data only for as long as necessary to provide our services or as required by law.

4. Data Sharing

We do not share your personal or billing information with third parties unless it is necessary to provide our services, comply with legal requirements, or protect our rights and property. We will never sell your information to third parties.

5. Your Rights

You have the right to access, correct, and delete your information. You can do this via our various portals or by contacting us at <u>support@varibill.com</u>. You also have the right to withdraw your consent to our processing of your information at any time.

6. Changes to this Policy

We may update this Privacy Policy from time to time. We will notify you of any significant changes by email or through our website.

7. Contact Us

If you have any questions or concerns about this Privacy Policy or our practices, please contact us at support@varibill.com.

Visit our website: www.varibill.com.