



Privacy Policy

1. Information We Collect

We collect the following categories of Personal Information:

- **Identifiers:** Name, alias, postal address, unique personal identifier, online identifier, Internet Protocol (IP) address, email address, account name, or other similar identifiers.
- **Customer Records:** Electronic information such as name, signature, address, telephone number, or financial information.
- **Commercial Information:** Records of products or services purchased, obtained, or considered.
- **Internet Activity:** Browsing history, search history, and information regarding a consumer's interaction with our website or advertisements.

2. How We Collect Information

We collect this information through the following methods:

- **Directly from you:** When you fill out forms, create an account, or correspond with us.
- **Automated technologies:** As you navigate our website, details about your equipment, browsing actions, and patterns are collected using cookies, server logs, and similar technologies.

3. How We Use Your Information

We use the collected data for business and operational purposes, including but not limited to:

- Fulfilling the reason you provided the information.
- Providing, maintaining, and improving our services.



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- Personalizing your website experience and delivering relevant content.
 - Protecting the security and integrity of our systems, preventing fraud, and complying with legal obligations.

4. Data Retention

We retain your personal information for only as long as is necessary to fulfill the purposes outlined in this policy, or to comply with our legal obligations, resolve disputes, and enforce our agreements.

5. Data Security Safeguards

We implement and maintain reasonable physical, administrative, and technical security measures designed to protect your Personal Information from unauthorized access, alteration, disclosure, or destruction. However, no method of transmission over the Internet, or method of electronic storage, is 100% secure.

6. Data Breach Notification

In the event of a data security incident or breach, we have established incident response protocols. We will notify affected individuals and relevant regulatory authorities as required by applicable state, federal, and international laws.

7. Changes to This Policy

We reserve the right to update or change our Privacy Policy at any time. Changes will be effective immediately upon posting the revised Privacy Policy on this page. We encourage you to review this page periodically.

8. Contact Information

For more information about our privacy practices, if you have questions, or if you would like to make a complaint, please contact us at:

Capitol Associates, Inc.

Administrator@capitolassociates.com



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