

# Privacy Policy

*Just-Tech, LLC*

Effective Date: January 23, 2026

Just-Tech, LLC ("Just-Tech," "we," "us," or "our") is committed to protecting the privacy of our clients, website visitors, and users of our services. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website, engage our managed IT services, or use our JTAI platform.

As a technology services provider specializing in solutions for legal organizations, we understand the heightened importance of data privacy and confidentiality in the legal sector. We are committed to maintaining the trust you place in us.

## Information We Collect

**Information You Provide to Us.** We collect information you voluntarily provide when you request a consultation, subscribe to our newsletter, engage our services, or otherwise contact us. This may include your name, email address, phone number, organization name, job title, and any other information you choose to share.

**Client Service Data.** When you engage our managed IT services, Microsoft 365 administration, cybersecurity assessments, or consulting or other services, we may access and process data necessary to deliver those services. This data is handled in accordance with your service agreement and applicable confidentiality obligations.

**JTAI Platform Data.** If you use our JTAI platform or any other Just-Tech product, we collect usage data, queries, and related information necessary to provide and improve the platform. We do not use client-specific data to train generalized AI models without explicit consent.

**Automatically Collected Information.** When you visit our website, we may automatically collect certain information about your device and usage, including your IP address, browser type, operating system, referring URLs, pages viewed, and the dates and times of your visits.

## How We Use Your Information

We use the information we collect to provide and improve our services. We also use this information to communicate with you about your account or services, respond to your inquiries and support requests, send you updates, newsletters, and marketing communications (where you have opted in), analyze website usage to improve user experience, comply with legal obligations and protect our rights, and maintain the security and integrity of our systems and client data.

## **Information Sharing and Disclosure**

We do not sell, rent, or trade your personal information. We may share your information with service providers and vendors who assist us in delivering our services, such as cloud hosting providers, payment processors, and software platforms. These third parties are contractually obligated to protect your information and use it only for the purposes we specify.

We may also disclose information when required by law, in response to valid legal process, or to protect our rights, privacy, safety, or property, or that of our clients or others.

## **Data Security**

We implement administrative, technical, and physical security measures designed to protect your information from unauthorized access, use, or disclosure. Our security practices align with industry standards, including CIS Controls frameworks. However, no method of transmission over the Internet or electronic storage is completely secure, and we cannot guarantee absolute security.

## **Data Retention**

We retain your information for as long as necessary to fulfill the purposes outlined in this Privacy Policy, comply with our legal obligations, resolve disputes, and enforce our agreements. When information is no longer needed, we will securely delete or anonymize it.

## **Your Rights and Choices**

Depending on your location, you may have certain rights regarding your personal information, including the right to access the personal information we hold about you, request correction of inaccurate information, request deletion of your information (subject to certain exceptions), opt out of marketing communications, and object to or restrict certain processing activities. To exercise these rights, please contact us using the information provided below.

## **Third-Party Links**

Our website may contain links to third-party websites or services. We are not responsible for the privacy practices of these third parties. We encourage you to review their privacy policies before providing any personal information.

## **Children's Privacy**

Our services are not directed to individuals under the age of 18. We do not knowingly collect personal information from children. If we become aware that we have inadvertently collected information from a child, we will take steps to delete it.

## **Changes to This Privacy Policy**

We may update this Privacy Policy from time to time. When we make changes, we will update the "Effective Date" at the top of this page. We encourage you to review this Privacy Policy periodically to stay informed about how we are protecting your information.

## **Contact Us**

If you have any questions about this Privacy Policy or our privacy practices, please contact us at:

### **Just-Tech, LLC**

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