

Welcome to CogniStaff. This Privacy Policy explains how we collect, use, disclose, and protect your information when you visit our website www.cognistaff.net and use our services. By accessing our website, you agree to the terms outlined in this Privacy Policy.

We collect various types of information to provide and improve our services, including:

- **Personal Information:** Name, email address, phone number, and other contact details.
- **Business Information:** Company name, industry, and related details.
- **Technical Data:** IP address, browser type, cookies, and usage patterns.
- **Communication Data:** Customer inquiries, chat conversations, and feedback.

How We Use Your Information We use your information for the following purposes:

- To provide and improve our AI-powered receptionist and customer service solutions.
- To personalize user experience and tailor AI interactions.
- To manage customer accounts and support requests.
- To comply with legal requirements and protect business interests.

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

- **Third-Party Service Providers** – For payment processing, CRM integration, and technical support.
- **Legal & Compliance Obligations** – If required by law or to enforce company policies.
- **Business Transfers** – If our company undergoes a merger, acquisition, or sale.

Data Security & Retention We take measures to protect your data against unauthorized access. While we strive for top-tier security, no system is 100% secure. We retain personal information only for as long as necessary to fulfill our business obligations and legal requirements.

Your Rights & Choices You have the right to:


- Access, update, or delete your personal information.
- Opt out of communications or data collection practices.

- Request information about how your data is used.

To exercise your rights, contact us at [Your Contact Email].

Third-Party Links Our website may contain links to external services or third-party applications. We are not responsible for their privacy practices or content, and we encourage users to review their policies.

Changes to This Privacy Policy We may update this policy from time to time. Any changes will be posted on this page with the revised effective date.

Contact Us If you have any questions about this Privacy Policy or how your data is handled, reach out to us at:  **Email:** CS@cognistaff.net