Welcome to iElevate Technology & Consulting, LLC (“iElevate”). We offer exceptional coaching services to help neurodiverse individuals develop the skills needed to successful careers (“Services”).When you use our Services and interact with us, you share and trust us with your personal information (“Personal Data”). We want to keep that trust by being transparent about our privacy practices, including how and why we process (collect, use, store, manipulate, disclose, transfer, and share) your Personal Data. We want you to know that protecting your private information is our priority.

To make this Privacy Policy easier to understand, we have provided a summary to the left-hand side of each section.  We also encourage you to contact us (see “How to Contact Us” below) if you have any questions or concerns. If you have a disability and need this policy provided to you in a different format, please email danielle@ielevatetech.com or call us at 843-437-6910.

Last Modified: September 1, 2022

| 1. SCOPE OF THIS PRIVACY POLICY  This Privacy Policy applies to Individuals who interact with us or who use iElevate Services. | This Privacy Policy covers our privacy and information practices and applies to our websites and our online and in-person Services. Please remember that our Terms of Use may also govern your use of our Services.  iElevate may process the Personal Data of customers, partners, vendors, employees, applicants, visitors, or other individuals who are affiliated or seeking an affiliation with iElevate (“Individuals”). This Privacy Policy applies to these Individuals regardless of their geographic location during their interactions with iElevate. |
| --- | --- |
| 2. YOUR RIGHTS AND PREFERENCES | iElevate is headquartered in and operates from our offices in South Carolina, U.S.A. We conduct our privacy practices according to this Privacy Policy and the data protection laws which are relevant to our Services. iElevate encourages you to Contact Us to learn more about your privacy rights and how we use your Personal Data. |
| 3. TYPES OF INFORMATION WE COLLECT  We collect information that relates to you and your interactions with iElevate. | 1. Personal Data You Provide.  * When you interact with us, we may collect Personal Data, such as your name, gender, birthdate, government identification number, shipping/billing address, email address, phone number, device IDs, username and password. * If iElevate wishes to collect Personal Data from you that is considered Sensitive Personal Data, (e.g., biometric data collected for the purpose of identifying you, data concerning your health, or data revealing your religious, political, or philosophical beliefs, race, ethnicity), we will notify you and request your consent before collection. * Providing us with some Personal Data may be required in order for you to interact with us or to use our Services. * You also may provide information that is shared, published or displayed on public areas of websites or within support groups, or which may be transmitted to other users. You agree that your sharing, publishing or display of any such content is at your own risk. iElevate is not responsible for the actions of your or of others with respect to such content. * If you work at iElevate or are applying to work at iElevate, Personal Data will be required in order for you to apply for, be considered for and maintain employment with iElevate.  1. Personal Data from Third Parties.  * If you interact with iElevate through a third party, we may receive Personal Data from that third party when you have consented for them to share it with us. * We may use third party services to supplement, validate or increase the accuracy of Personal Data that you give to iElevate or the Services that we provide to you. * The Personal Data that you share with third parties is not controlled by iElevate or covered by our privacy practices. We encourage you to review third party policies and privacy settings so that you understand how the Personal Data you share with them may be used or shared with others.  1. Automatic Functional Information.   We may automatically collect some usage information when you interact with us. For instance, we use cookies and other tracking technologies to automatically collect technical information, such as URL, cookie data, IP address, device type, unique device IDs, device attributes, network connection type (e.g., WiFi, 3G, LTE, Bluetooth) and provider, network and device performance, browser type, language, operating system, and products and services information.   1. Derived Information.   iElevate may use information we have about you to draw inferences and we may then use those inferences to gain a more complete understanding of your preferences. We use preference data in order to offer you potential choices, make recommendations, or to alert you to products or services that may be of interest to you.   1. Children’s Information.   iElevate’s Services are intended for and directed to adults, not children. iElevate does not knowingly collect Personal Data from children under the age of thirteen. If you are under thirteen, do not supply any Personal Data to iElevate or use our Services without the permission of your parent or guardian. |
| 4. HOW WE USE YOUR INFORMATION  We use your Personal Data to develop and provide our Services to you, and to personalize, improve our interactions with you. | Unless we specifically disclose otherwise, you understand that we may use any of your collected Personal Data for any of the purposes described in this Policy (as permitted by applicable law), including:  A. For Account Registration and Servicing.   * We may use your Personal Data to create, maintain, supplement, service, change or delete your Services arrangement with us. * We may collect certain Personal Data for security purposes in order to verify your authorized access to your information and Services with us. * We may use your Personal Data to resolve customer service questions you may have about our Services and to follow up with you about your experience.   B. To Communicate with You.   * We may use your Personal Data to communicate with you about our Services and to share offers for third party products and services that we think you may find useful.   C. To Improve and Develop New Services.   * We may use your Personal Data to personalize your interactions and experiences with us. * We may use your Personal Data to improve the quality of and to develop new Services. * We may use any information that you give to us in surveys or other forms of feedback. We will do so anonymously. * We may combine your information with that from other users of our Services in order to better understand how we may improve them.   D. To Provide Our Services and Operate Our Business.   * We may use your information to operate our business, including fulfilling your requests, providing you with technical or customer support, and to help us protect our Services, including to combat fraud and protect your information. * We may conduct research using your information alone or in combination with that of other customers. When we share that research outside of iElevate for research, academic, marketing and/or promotional purposes, we do so in an aggregated or deidentified way such that no individual person or household is identifiable. |
| 5. HOW WE SHARE YOUR INFORMATION  We will only share your information as we have described in this Privacy Policy. | 1. Sale of Information   We believe that your Personal Data is personal to you and your relationship with us. iElevate does not sell, rent, or lease Personal Data to third parties.   1. Third Party Service Providers.   iElevate may share data with trusted partners to help perform statistical analysis, send you email or postal mail, provide customer support, or arrange for portions of our Services. All such third parties are prohibited from using your Personal Data except to provide these Services to iElevate and you, and they are required to maintain the confidentiality of your information.   1. Following the Law and Protecting iElevate.   We may share your information with courts, law enforcement or regulatory agencies, or other government bodies when we have a good faith belief we are required or permitted to do so by applicable law, regulation, or legal process. We may also disclose your information if we believe it is appropriate to enforce our Terms of Use, to protect the rights, property or safety of iElevate and our Services, or to protect or assist others as required by law or contract.   1. Credit Reporting.   We may share information about your creditworthiness with credit bureaus, consumer reporting agencies, and card associations. Late payments, missed payments, or other defaults on your account may be reflected in your credit report and consumer report. We may also share your information with other companies, lawyers, credit bureaus, agents, government agencies, and card associations in connection with issues related to fraud, credit, or debt collection.   1. Sale of Our Business.   If we sell, merge, or transfer any part of our business, information about you may be shared, sold or transferred as part of that transaction. We may also share your information with current or future business associates or affiliates.   1. De-identified or Aggregated Data.   We may de-identify or aggregate your information, alone or in combination with other individuals’ information, and share such de-identified or aggregated information freely.   1. With your Consent.   Other than as set out above, we may also share your Personal Data and your information for other purposes with your consent or at your direction. |
| 6. DATA TRANSFERS  iElevate uses appropriate data protection measures. | iElevate is based in and conducts its business within the United States. We have adopted a broad view on privacy with the intent of providing our customers with strong privacy rights regardless of where they reside geographically. We have attempted to recognize and implement high standards for privacy rights compliance and our use of terminology in this Privacy Statement should be interpreted to reflect that intent. iElevate has taken appropriate measures to ensure that your Personal Data is safeguarded when it is being transferred, processed, or stored by us or our authorized affiliates.  Where permitted by applicable law, we may transfer, process or store your Personal Data in any geographic region where we have facilities, business operations, affiliates, or in which we engage with organizations or individuals to provide or receive our Services. By using our Services, including our website, you consent to the transfer of your Personal Data to, and the processing and storage of your Personal Data in geographies outside of your place of residence or the point of collection.  Please[Contact Us](mailto:danielle@ielevatetech.com) to learn more about your rights with respect to data transfers and to request access to, limit the use of, or limit the disclosure of, your Personal Data. If you make a request that involves Personal Data, you will need to provide certain authentication and verification information in order for us to respond to your request. |
| 7. CONNECTING WITH THIRD PARTIES  iElevate may work with third parties to enhance your experience with us. | In your interactions with us, it may be necessary for us to sync, link or connect your information with third parties, including providing Personal Data necessary to identify or authenticate your requested interactions. Your consent for these interactions will be required by us, by the third party, or by both. We encourage you to review the privacy practices of any third party that you choose to share your Personal Data with, as we are not responsible for the privacy practices of third parties. |
| 8. MANAGING YOUR DATA AND PRIVACY  You have a choice about the use of your information by us.  While you have the right to select whether you receive promotional messages, you may still receive other non-promotional messages from us. | 1. Managing Marketing Communications From Us.   We will honor your choices when it comes to receiving marketing communications from us. If you have received marketing communications from us that you no longer wish to receive, you may:   * Contact Us to manage your preferences regarding your Personal Data and your interactions with iElevate. * If you have received promotional communications from us and no longer wish to receive them, please contact us to let us know your choices. * Remember that even if you choose not to receive marketing communications from us, we will continue to send you mandatory service or transactional. communications, or communications related to the use of our Services.  1. Cookies and Similar Tracking Technologies.   We may use and allow others to use cookies, web beacons, pixels, local shared objects, device identifiers, and other similar technologies ("Cookies”) to collect information about you. We use this information to improve your experiences when you interact with us. You have control over some of the data we collect from Cookies and how we use it. You may learn more about Cookies and how to manage them at https://www.allaboutcookies.com.   1. Do Not Track.   Like most other companies, we are not currently configured to respond to browser "Do Not Track" signals because, at this time, no formal "Do Not Track" standard has been adopted.   1. Social Media Features.   iElevate or our authorized third parties may use social media features to gather certain information about you. These features may collect your IP address, log which page you are visiting, and may set a cookie to enable the feature to function properly. Your interactions with these social media features are governed by the privacy policies and practices of the providing company. |
| 9. DATA RETENTION AND YOUR ACCESS RIGHTS  You may have the right to exercise certain data protection rights (access, correction, deletion or portability) relating to your Personal Data.  iElevate will not discriminate against you if you exercise your privacy rights. | iElevate retains and uses your information in accordance with and as permitted by applicable law and regulations:   * We will retain your information as long as necessary to provide you with Services or as otherwise needed to operate our business. * When you stop working with us or receiving Services, we may continue to communicate with you about our Services, give you important updates that may affect you, and let you know about products and services that may interest you, unless you have elected to not receive marketing communications from us. * We may also continue to use some of your information for our business purposes and to improve our Services or develop new ones. * We will retain and use your information as required by applicable regulations and iElevate's records and information management policies to comply with our legal and reporting obligations, resolve disputes, enforce our agreements, complete any outstanding transactions and for the detection and prevention of fraud.   We respond to all requests from individuals regarding the exercise of their data protection rights in accordance with applicable data protection laws. Please [Contact Us](mailto:danielle@ielevatetech.com) to learn more or exercise your data protection rights for Personal Data that we control. Other entities may also control your information and you should contact them if you have any questions about how they use your information. |
| 10. SECURITY OF YOUR INFORMATION  We provide reasonable and appropriate security measures for your Personal Data. | Keeping your Personal Data safe is important to us. We have implemented measures designed to secure your Personal Data from accidental loss and from unauthorized access, use, alteration, and disclosure.  The safety and security of your information also depends on you. Where we have given you (or where you have chosen) a password for access to our Services (such as our websites or your work with us), you are responsible for keeping this password confidential. You should not share your password with anyone. We urge you to be careful about giving out information in public areas, like message boards or social media.  Unfortunately, the transmission of information via the internet is not completely secure. Although we do our best to protect your Personal Data, we cannot guarantee its security during transmission to us. Any transmission of your information to us is at your own risk. iElevate is not responsible for circumvention of any privacy settings or security measures. |
| 11. CHANGES TO OUR PRIVACY POLICY  We may make changes to our Privacy Policy or our supporting privacy procedures at any time. | From time to time we may change or update this Privacy Policy. We reserve the right to make changes or updates at any time and without prior notice to you. Please review any changes carefully.  All changes to our Privacy Policy are effective immediately upon posting and your continued interaction with us or your use of our Services after a posting of an updated Privacy Policy shall constitute your consent to all changes. |
| 12. HOW TO CONTACT US | If you have questions or comments about this Privacy Policy, you may contact us by email, telephone or direct mail.  A. Via Email: danielle@ielevatetech.com  B. Via Telephone: \_8434376910\_\_\_\_\_\_\_\_\_\_\_\_\_  C. Via Direct Mail:  iElevate Technology & Consulting LLC  3601 W Higgins Drive  Mt. Pleasant, South Carolina 29466 |