

# SelectHCM, LLC Privacy Policy

### 1. Introduction

Welcome to SelectHCM, LLC ("we," "our," "us"). We are committed to protecting your privacy and ensuring that your personal information is handled in a safe and responsible manner. This Privacy Policy outlines how we collect, use, share, and protect your information when you visit our website www.selecthcm.com and use our SMS services.

#### 2. Information We Collect

We may collect the following types of information:

- Personal Information: This includes your name, phone number, email address, and other contact details that you provide when you sign up for our services or communicate with us.
- SMS Data: Information related to the SMS messages you send or receive through our services, including message content, recipient phone numbers, and timestamps.
- Usage Data: Information about how you interact with our website and services, such as IP addresses, browser type, and pages visited.

### 3. How We Use Your Information

We use the collected information for various purposes, including:

- To provide and maintain our services.
- To communicate with you, including sending SMS messages and responding to your inquiries.
- To personalize your experience on our website and improve our services.
- To monitor and analyze usage patterns and trends to improve our website and services.
- To comply with legal obligations and protect our legal rights.

### 4. Sharing Your Information

We may share your information with:

No mobile information will be shared with third parties/affiliates for marketing/promotional purposes. All the above categories exclude text messaging originator opt-in data and consent; this information will not be shared with any third parties.

- Service Providers: Third-party companies and individuals that perform services on our behalf, such as SMS delivery services and data analytics providers.
- Legal Requirements: Authorities or other entities when required by law or to protect our rights and interests.
- Business Transfers: In the event of a merger, acquisition, or sale of assets, your information may be transferred as part of the transaction.



### 5. Your Choices

You have the following options regarding your information:

- Opt-Out: You can opt out of receiving SMS messages from us by following the unsubscribe instructions provided in the messages or contacting us directly.
- Access and Correction: You can request access to your personal information and ask for corrections if necessary.
- Data Deletion: You can request the deletion of your personal information, subject to certain legal obligations.

## 6. Security

We take reasonable measures to protect your information from unauthorized access, alteration, disclosure, or destruction. However, no method of transmission over the internet or electronic storage is completely secure.

### 7. Children's Privacy

Our services are not intended for individuals under the age of 13. We do not knowingly collect personal information from children under 13. If we become aware that we have collected such information, we will take steps to delete it.

# 8. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on our website and updating the effective date. Your continued use of our services after any changes constitutes your acceptance of the new Privacy Policy.

## 9. Contact Us

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

#### SelectHCM, LLC

1991 Village Park Way, Ste A, Encinitas, CA 92024

Email: hello@selecthcm.com

Phone: 760-487-8064