

PRIVACY POLICY

Last Updated: [Insert Date]

This Privacy Policy explains how **Z4 SOFTWARE** (“we”, “our”, “us”) collects, uses, stores, protects, and shares personal information when you visit our website, purchase any of our services, view our demo websites, or communicate with us. By using our website or our services, you agree to the terms described in this Privacy Policy.

1. INFORMATION WE COLLECT

We collect information to provide services effectively and improve our platform. The types of information we collect include:

1.1 Personal Information

When you contact us, request a quote, fill in a form, or purchase a service, we may collect:

- Full name
- Email address
- Phone number
- Business name
- Service details
- Digital materials you send us (logos, images, videos, documents)

1.2 Payment Information

If you choose to make a payment, we may process:

- Proof of payment
- Transaction details
- Billing details

Note: We do NOT collect or store card numbers. Payments are handled through secure third-party payment gateways.

1.3 Website Usage & Technical Information

When you visit our website or demo websites, we may automatically collect:

- IP address
- Device information
- Browser type
- Pages visited
- Time spent on pages
- Cookies and tracking data

This helps us improve website performance and user experience.

2. HOW WE USE YOUR INFORMATION

We use your information to:

- Provide and deliver services you requested
- Create websites, ads, digital products, or branding for your business
- Contact you regarding your project
- Respond to inquiries or support requests
- Improve our website, demos, and services
- Send invoices, receipts, and updates
- Display analytics to improve performance
- Maintain security and prevent fraudulent activity

We do **not** sell or rent your information to third parties.

3. LEGAL CONTENT & USER RESPONSIBILITY

By using our services and submitting materials to us, you confirm that:

- All content, images, videos, and information you provide is legal, safe, and owned by you
 - You take full responsibility for any illegal, harmful, or unlicensed content you submit
 - We are not liable for any legal issues caused by content you provide
 - We reserve the right to decline work that violates our policies or the law
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4. COOKIES & TRACKING TECHNOLOGIES

Our website may use cookies to:

- Remember your preferences
- Improve website speed and performance
- Analyze visitor behaviour

You may disable cookies through your browser settings, but this may affect website functionality.

5. HOW WE STORE & PROTECT YOUR INFORMATION

We take data protection seriously. Your information is stored securely and protected against:

- Loss

- Unauthorised access
- Misuse
- Disclosure
- Modification

We use industry-standard security practices and update our systems regularly.

6. SHARING YOUR INFORMATION

We may share your information only when necessary:

- **Service Providers:** Hosting companies, payment processors, email services
- **Legal Requirements:** If required by law, court order, or government authority

We do NOT share your information with advertisers, marketing agencies, or unrelated third parties.

7. CHILDREN'S PRIVACY

Our services are not directed to children under the age of 13.

We do not knowingly collect personal information from minors.

8. YOUR RIGHTS

You have the right to:

- Request access to your personal information
- Request updates or corrections
- Request deletion of your personal data
- Opt-out of receiving marketing messages
- Withdraw consent at any time

To exercise your rights, contact us at:

zfoursoftware@gmail.com

9. THIRD-PARTY LINKS

Our website may contain links to external websites, demo templates, or digital product platforms.

We are not responsible for the content or privacy practices of those websites.

10. UPDATES TO THIS POLICY

We may update this Privacy Policy from time to time.
Updates will be posted on this page with the “Last Updated” date at the top.

11. CONTACT INFORMATION

If you have any questions about this Privacy Policy, or if you would like to request changes to your data, please contact us:

zfoursoftware@gmail.com