



## **PerfectApps, Inc.™ – Privacy Policy**

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## PerfectApps, Inc. Privacy Policy

PerfectApps, Inc. is committed to your privacy and the confidentiality of your personal information. Any personally identifiable information gathered when you are on the PerfectApps, Inc. website or when you use PerfectApps, Inc. products or services are solely for the purpose of delivering said products or services or learning how to improve our products and services for all customers.

We will not publicly release any personally identifiable information. We do not sell or rent individuals' personal data to other companies for any purpose. Your information is 256-bit encrypted at all times during transmission.

We may update this Policy to reflect changes to our privacy practices, for example to comply with legal requirements or to meet changing business needs. If you are a customer and we make any material changes that affect the way we treat information that we have previously collected from you, we will notify you by email (sent to the email address specified in your account) or by means of a notice through the services prior to the change becoming effective. We encourage you to review this Privacy Policy periodically for the latest information on our privacy practices.

### What We Collect and Why

#### On Our Website

While on the PerfectApps, Inc. website, we automatically receive and record information related to your origin and experience. Information such as IP address, browser type, search parameters, and on website behaviors is used to better understand how and why you came to us for the purpose of getting you to the best solution for your needs and understanding the general system needs of our customers.

#### When You Register

When you register for a PerfectApps, Inc. account, we collect the minimum information needed to ensure proper authentication when you log in to your account or to assist in the resetting of your password in the event it becomes lost or forgotten. This may be as simple as a unique email address.

#### When You Purchase

Upon purchasing services or licensing products, PerfectApps, Inc. collects additional information necessary to properly invoice and provide notifications at the end of a contracted term. Such information may include your name, title, phone number, mailing address and company.

If making a payment via credit card, your information is never stored by PerfectApps, Inc. Information needed to process a credit card transaction is encrypted and transmitted immediately. Validation and notification occur in real-time.

## **When Using Support**

When requesting support, the information needed to provide a response is collected. We may also use this information to follow up on the reported incident to ensure that it has been satisfactorily resolved or to get additional information to help in improvements to products and services.

## **When Using the Hosted Application**

When using the hosted PerfectApps, Inc. application, data from your session resides on your computer until you transmit. All forms, reports or data captured by apps during workflow processing is 256-bit encrypted for transmission. All your information resides on servers in non-readable format, and our servers are U.S.-based.

## **Surveys**

From time to time PerfectApps, Inc. may invite you to participate in surveys by PerfectApps, Inc. or a designated third party. These surveys are optional. They may include personal information along with questions about your experience with PerfectApps, Inc. services and specific features. They are meant to help us better understand our performance along with the needs of our customers so we can continue improving our products and services. Aggregated results of these surveys may be shared with third parties.

## **Your Consent**

By using our website and services, you consent to the collection and use of the information you provide as outlined in this Privacy Policy. We may change this Privacy Policy from time to time without notice. You can ask us for a copy of information about you or can ask for a copy of information about you provided in machine readable form if you reside in the EU, California or other jurisdiction that provides you this right as a matter of law.

## **Disclosure of Your Personal Data and Other Information**

PerfectApps, Inc. does not sell client data to third parties. We do not knowingly collect personal data from children under the age of 16. We do not target our website, products, or services towards children under the age of 16.

As our business grows, we may sell or buy businesses and other assets. In the event of a corporate merger, sale, reorganization, dissolution or another similar event, Personal Data may be part of the assets transferred.

PerfectApps, Inc. sometimes hires other companies to perform business-related functions. Examples of those functions include maintaining databases, processing payments, and marketing. When we employ

another party to perform functions such as the ones listed, we only provide them with the information they need to perform their specific function.

PerfectApps, Inc. may disclose your Personal Data if required to do so by law, such as to comply with a bankruptcy proceeding, subpoena, or other similar legal processes or under the belief that such action is necessary in regards to the following: (i) to comply with a legal obligation, (ii) to protect and defend the rights or property of PerfectApps, Inc., (iii) to act in urgent circumstances to protect the personal safety of others, or (iv) to protect itself against legal liability. We may also disclose your personal information to a third party with your prior consent.

## Sub-Processors

PerfectApps, Inc. may make use of sub-processors to provide service to customers. A sub-processor is a third party appointed by PerfectApps, Inc. in connection with PerfectApps, Inc. providing service to customers. PerfectApps, Inc. reviews any sub-processor to ensure their practices match our privacy and security commitments to our customers. The data for our Hosted Application customers is stored at US-based Rackspace data centers. If you have any questions or concerns regarding our sub-processors, please contact us at: [privacy@perfectapps.com](mailto:privacy@perfectapps.com).

## EU data protection rights (GDPR):

If you are a citizen of a European Union member country you have the data protection rights listed below.

- You can request access, correction, updates or deletion/erasure of your personal information.
- You can object to the processing of your personal information, ask us to restrict the processing of your personal information or request the portability of your personal information.
- If we have collected and processed your personal information with your consent, then you can withdraw your consent at any point. Please note that withdrawing your consent will not affect the lawfulness of any processing that we conducted prior to the withdrawal of consent; it will also not affect the processing of your personal information conducted on lawful grounds other than consent.
- You have the right to file a complaint to a data protection authority about our collection and use of your personal information. Please go to [http://ec.europa.eu/justice/article-29/structure/data-protection-authorities/index\\_en.htm](http://ec.europa.eu/justice/article-29/structure/data-protection-authorities/index_en.htm) to locate the contact information for your local data protection authority.

To exercise any of your rights, please contact us at [privacy@perfectapps.com](mailto:privacy@perfectapps.com). We will promptly respond to your request to change, correct, or delete your information within a reasonable timeframe,



and we will notify you of the action we have taken. **Please note that PerfectApps, Inc. may not be the Controller of your data. If your data was collected by one of our customers using our platform you must contact them directly regarding any personal information concerns.**

## Data Privacy Framework For EU and UK Personal Data Transferred To The US

PerfectApps, Inc. complies with the EU-US Data Privacy Framework (EU-US DPF) and the UK Extension to the EU-US DPF as set forth by the US Department of Commerce regarding the collection, use, and retention of personal information from European Union member countries and the United Kingdom (including Gibraltar) transferred to the United States pursuant to Data Privacy Framework. PerfectApps, Inc. has certified that it adheres to the Data Privacy Framework with respect to such data. If there is any conflict between the policies in this privacy policy and data subject rights under the Data Privacy Framework, the Data Privacy Framework shall govern. To learn more about the Data Privacy Framework program and to view our certification page, please visit <https://www.dataprivacyframework.gov/s/>

We acknowledge the right of citizens of the EU and UK to request access to their personal data to correct or delete it. If you would like to submit a request for data access, please contact PerfectApps, Inc. at [privacy@perfectapps.com](mailto:privacy@perfectapps.com).

If you wish to opt-out of use of your personal data by PerfectApps, Inc. please contact us at [privacy@perfectapps.com](mailto:privacy@perfectapps.com). Please note that if you are a customer of one of our customers, we are not the controller of your data but will be happy to direct you to their PerfectApps administrator.

With respect to personal data received or transferred in accordance with the Data Privacy Framework, PerfectApps, Inc. is subject to the regulatory and enforcement powers of the U.S. Federal Trade Commission. In certain situations, PerfectApps, Inc. may be required to disclose personal data in response to lawful requests by public authorities, including to meet national security or law enforcement requirements.

Pursuant to the Data Privacy Framework, PerfectApps, Inc. will be liable for the onward transfer of EU personal data to agent third parties unless we can prove that we were not a party to the actions giving rise to the damages.

In compliance with the Data Privacy Framework, PerfectApps, Inc. commits to resolve complaints about your privacy and our collection or use of your personal information transferred to the United States pursuant to Data Privacy Framework. European Union individuals with Data Privacy Framework inquiries or complaints should first contact PerfectApps, Inc. at [privacy@perfectapps.com](mailto:privacy@perfectapps.com).

PerfectApps, Inc. has further committed to refer unresolved privacy complaints under the Data Privacy Framework to an independent dispute resolution mechanism, Data Privacy Framework Services, operated by the Council of Better Business Bureaus. If you do not receive timely acknowledgment of your complaint, or if your complaint is not satisfactorily addressed, please visit

<https://bbbprograms.org/programs/all-programs/dpf-consumers/ProcessForConsumers> for more information and to file a complaint. This service is provided free of charge to you.

If your Data Privacy Framework complaint cannot be resolved through the above channels, under certain conditions, you may invoke binding arbitration for some residual claims not resolved by other redress mechanisms. See DPF Annex 1 at <https://go.adr.org/dpfeufiling.html>

## Google Sheets Integration

PerfectApps, Inc. customers may choose to purchase our Google Sheets integration feature for an additional charge. This feature allows our licensed users to read, insert, update, and delete data from Google Sheets through our application over API.

How we access data from Google Sheets: The integration between PerfectApps, Inc. and Google Sheets utilizes a hashed key and token set as provided by Google after authenticating into a valid Google account. The PerfectApps platform stores the hashed key and token set as part of the connection setup and retrieves a list of Google Sheets the customer has in their account. The customer can select the Google Sheet they wish to connect to as and how the integration will function, including Read, Update, Insert, and Delete actions.

How we use data from Google Sheets: PerfectApps, Inc. does NOT directly use any data collected from Google Sheets by our customers. All data that is read, inserted, updated, or deleted from Google Sheets is initiated by those customers' actions who have purchased the Google Sheets integration feature and configured the Google Sheet connection.

How we store data from Google Sheets: Customer data is stored differently depending on deployment type. Customers utilizing our Cloud platform have data stored at US-based Rackspace data centers. Customers who utilize our On-Premise application store and control their complete data on their own servers. The servers are configured and managed in accordance with their own specifications and requirements.

Does PerfectApps, Inc. share data from Google Sheets: Customers control the data collected by applications they build on the PerfectApps platform. PerfectApps, Inc. does NOT share any data collected by our application, including data collected using the Google Sheets integration feature.

## Use by Our Customers



Our customers use our product to create apps and reports that they can use to collect data from their own customers, employees, prospects, and other individuals. PerfectApps, Inc. does not control the types of information that our customers collect or how they manage that information using our service. The information collected by our clients is controlled by them and is used, disclosed and managed by them according to their own privacy policies, which are not subject to this Privacy Policy.

In some cases, PerfectApps, Inc. stores our customers' information, and it is only processed by us at their direction. This information is stored on our service providers' servers, but we do not have control over its collection or management. We have no direct relationship with the individuals who provide Personal Information to our customers. Our customers control and are responsible for correcting, deleting or updating information they have collected using our product. If you are a customer of one of our customers and do not know who to contact, we can connect you to your service provider's PerfectApps, Inc. administrator.

## Comments and Suggestions

You may contact us regarding this policy at [privacy@perfectapps.com](mailto:privacy@perfectapps.com) or contact us by mail at 4843 Colleyville Blvd Ste 251-136, Colleyville, TX 76034.