

# Privacy Policy for Just-In Time

Effective Date: January 1, 2025

## 1. Information We Collect

We collect information to deliver personalized, efficient, and high-quality services across all divisions of our brand. The types of information we may collect include:

### a. Personal Information:

- Full name
- Email address
- Phone number
- Mailing or billing address
- Service-specific details (e.g., property size for cleaning, vehicle information for detailing, financial details for investment consultations)

### b. Payment Information:

- Credit/debit card details (processed through secure third-party payment processors)

### c. Business Information:

- Company name (if applicable)
- Business needs and consultation details
- Investment criteria or project specifications

### d. Technical and Usage Information:

- IP address
- Browser type and device data
- Access times and pages visited on our websites
- Communication preferences and feedback

## 2. How We Use Your Information

We use the information collected for purposes such as:

- Scheduling, managing, and delivering services

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- Providing customer support and responding to inquiries
- Sending service confirmations, updates, and promotional communications
- Processing secure payments and generating invoices
- Improving our services, websites, and customer experience
- Complying with legal, tax, or regulatory obligations

## 3. Information Sharing and Disclosure

We do not sell or rent personal information. We only share data as necessary with trusted third parties, including:

### a. Service Providers and Vendors:

We work with third-party partners who perform services on our behalf, such as payment processing, customer communication platforms, CRM tools, and marketing support.

### b. Legal Compliance:

We may disclose your information if required to comply with applicable laws, court orders, or legal processes.

### c. Business Transfers:

In the event of a merger, acquisition, restructuring, or sale of any or all parts of Just-In Time, your information may be transferred as part of the business assets.

## 4. Data Security Practices

Just-In Time implements industry-standard security measures to protect your information, including:

- SSL encryption across our websites and platforms
- PCI-DSS compliant third-party payment processors
- Role-based access to sensitive data
- Secure storage of customer records
- Routine staff training and system monitoring

## 5. Your Choices and Rights

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You have the right to:

- Request access to the personal data we hold about you
- Request corrections or updates to your information
- Request deletion of your personal information, where applicable
- Opt out of promotional emails or marketing communications at any time

To exercise any of these rights, contact us using the details below.

## **6. Cookies and Tracking Technologies**

Our websites may use cookies and similar technologies to enhance your browsing experience, analyze traffic, and personalize content. You can adjust your browser settings to decline cookies, though doing so may limit some website functionality.

## **7. Changes to This Policy**

We may update this Privacy Policy from time to time. The most current version will always be posted on our website, and the effective date will be updated accordingly. Continued use of our services after any modifications constitutes your acceptance of the updated policy.

## **8. Contact Us**

Just-In Time

Phone: 248.365.6116

Email: [contact@justintme.com](mailto:contact@justintme.com)

Address: 2000 Town Center Suite 1900 Southfield, MI 48075

Website: [www.thejustintimebrand.com](http://www.thejustintimebrand.com)