docree.

Privacy Policy

COMPANY	Docree Demo Software Ltd
REGISTRATION	HE 000000
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SECTION 01

Who We Are

1.1 Docree Demo Cloud (“we”, “us”, the “Company”) operates the software-as-a-service product at https://docree.com. This Privacy Policy explains how we collect and use personal data in compliance with applicable data protection laws and regulations and the California Consumer Privacy Act (“CCPA/CPRA”) where applicable.

SECTION 02

Data We Collect

- Account data: name, email, password (hashed), organization, role.
- Billing data: billing contact, VAT/tax ID, payment method (tokenized).
- Product usage: feature usage, login times, API calls, device & browser metadata.
- Customer Data: content and files uploaded by the customer (processed as Processor).
- Support data: ticket content, call recordings, chat transcripts.
- Marketing data: campaign interactions, email opens, form submissions.

SECTION 03

How We Use Data

- To provide, maintain, and improve the Service.
- To authenticate users and secure accounts.
- To bill customers and manage subscriptions.
- To respond to support inquiries and communicate service updates.
- To send marketing communications (with consent where required).
- To monitor for security threats and prevent fraud.
- To comply with legal obligations.

SECTION 04

Legal Bases (GDPR)

Contract

Processing necessary to deliver the Service and meet contractual obligations.

Legitimate interest

Security monitoring, product analytics, fraud prevention, service improvement.

Consent

Marketing emails, non-essential cookies, optional analytics.

Legal obligation

Tax records, court orders, regulatory reporting.

SECTION 05

Your California Rights (CCPA/CPRA)

5.1 California residents have specific rights regarding their personal information, including:

- The right to know what personal information we collect, use, disclose, or sell.
- The right to delete personal information, subject to legal exceptions.
- The right to correct inaccurate personal information.
- The right to opt out of the sale or sharing of personal information.
- The right to limit use and disclosure of sensitive personal information.
- The right to non-discrimination for exercising CCPA rights.

5.2 We do not sell personal information for monetary consideration. To exercise CCPA rights, contact dpo@docree.com.

SECTION 06

Sharing & Disclosures

- Sub-processors (cloud hosting, email delivery, analytics) under DPAs.
- Payment processors for billing.
- Customer support and CRM platforms.
- Legal and regulatory authorities when required.
- Professional advisors (auditors, lawyers, accountants) under confidentiality.

SECTION 07

Cookies & Tracking

7.1 We use essential cookies to operate the Service and optional cookies for analytics and product improvement. Non-essential cookies are set only with consent where required by law.

7.2 See our Cookie Policy for the full list of cookies, their purposes, and retention periods.

SECTION 08

Retention, Security, Transfers

8.1 Personal data is retained for the duration of the customer relationship plus a reasonable period thereafter to meet legal and tax obligations (typically 7 years for billing records).

8.2 We implement technical and organizational security measures including encryption, access controls, and incident-response procedures. Personal data may be transferred internationally under Standard Contractual Clauses or equivalent safeguards.

SECTION 09

Your Rights & Contact

9.1 Data subjects may exercise rights of access, rectification, erasure, restriction, portability, and objection. Contact our DPO to exercise these rights or raise concerns.

9.2 DPO contact: dpo@docree.com
Company address: Sample Address, P.O. Box 000, Road Town, Tortola, British Virgin Islands

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DPO Contact	dpo@docree.com

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