

AI SidekiQ Privacy Policy

Effective Date: July 1, 2025

At AI SidekiQ, we value your trust and are committed to protecting your privacy. This Privacy Policy explains how we collect, use, and safeguard your personal information when you use our services.

1. Information We Collect

We collect information to provide better services to all our users. This includes:

- **Information you provide:** When you create an account, fill out forms, or communicate with us, we collect information such as your name, email address, company name, phone number, and any other information you choose to share.
- **Usage data:** We collect information about how you interact with our platform, including your device information, IP address, browser type, operating system, and access times.
- **Cookies and similar technologies:** We use cookies to recognize you and improve your user experience.

2. How We Use Your Information

We use your information to:

- Provide, maintain, and improve our services
- Communicate with you about updates, promotions, and support
- Personalize your experience on our platform
- Monitor and analyze usage and trends to improve our services
- Comply with legal obligations

3. Sharing Your Information

We do not sell your personal information. We may share your information with:

- **Service providers:** Trusted third parties that help us operate and improve our services.
- **Legal obligations:** When required by law, we may disclose your information to comply with legal processes.

- **Business transfers:** If AI SidekiQ is involved in a merger, acquisition, or asset sale, your information may be transferred.

4. Your Choices and Rights

You have choices regarding the information we collect and how it is used:

- **Access and correction:** You can request access to or correction of your personal information. Though this solution isn't readily available in our first version of our software, we will adhere your request in our records for when it does become available.
- **Opt-out:** You may opt out of receiving promotional communications from us by following the unsubscribe instructions in those communications.
- **Cookies:** You can set your browser to refuse cookies or alert you when cookies are being sent.

5. Data Security

We implement industry-standard security measures to protect your information. However, no method of transmission or storage is completely secure.

6. Data Retention

We retain your personal information for as long as necessary to provide our services, comply with legal obligations, resolve disputes, and enforce our agreements.

7. International Data Transfers

Your information may be transferred to and maintained on servers located outside your state, province, or country.

8. Children's Privacy

AI SidekiQ is not intended for individuals under the age of 18. We do not knowingly collect personal information from children.

9. Changes to This Policy

We may update this Privacy Policy from time to time. If we make material changes, we will notify you by posting the new policy on our website.

10. Contact Us

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

AI SidekiQ

Email: privacy@aisidekiq.com

This Privacy Policy reflects AI SidekiQ's commitment to protecting your privacy while providing innovative services.

Terms of Service

AI SidekiQ Terms of Service

Effective Date: July 1, 2025

Welcome to AI SidekiQ! These Terms of Service ("Terms") govern your access to and use of AI SidekiQ's platform, services, and applications (collectively, the "Services"). By using our Services, you agree to these Terms.

1. Acceptance of Terms

By accessing or using AI SidekiQ, you agree to comply with these Terms and our Privacy Policy. If you do not agree, do not use our Services.

2. Use of Services

- **Eligibility:** You must be at least 18 years old to use our Services.
- **Account Registration:** You are responsible for maintaining the confidentiality of your account credentials and for all activities under your account.
- **Acceptable Use:** You agree not to misuse the Services, including but not limited to attempting unauthorized access, interfering with the Services, or violating applicable laws.

3. Subscription and Payment

- **Fees:** Access to the platform requires payment of subscription fees. All fees are non-refundable except as required by law.
- **Automatic Renewal:** Unless you cancel, your subscription will automatically renew at the end of each billing cycle.

4. Intellectual Property

AI SidekiQ and its licensors retain ownership of all intellectual property rights in the Services. You may not copy, modify, distribute, sell, or lease any part of our Services without prior written consent.

5. User Content & Knowledge

As part of providing our services, we may collect and learn from your organization's processes, workflows, preferences, and other operational insights ("Institutional Knowledge") to improve and optimize the software for your use. All Institutional Knowledge we collect from your organization remains your property. We do not claim ownership of this information and will not share, sell, or disclose it to any third party without your express consent.

We may use Institutional Knowledge solely for the purpose of enhancing, customizing, and improving the software experience for your organization. This use is strictly limited to benefiting your account and ensuring the software meets your operational needs. Institutional Knowledge is treated as confidential, and we will not share or apply this information to any other customer, partner, or external entity.

By using our services, you acknowledge and agree to this use of Institutional Knowledge as described above.

6. Confidentiality and Data Protection

We will treat your data in accordance with our Privacy Policy. You agree to keep confidential any non-public information you obtain about our Services.

7. Termination

We may suspend or terminate your access to the Services at any time for violations of these Terms. Upon termination, your right to use the Services will immediately cease.

8. Disclaimers and Limitation of Liability

The Services are provided "as is" without warranties of any kind. To the fullest extent permitted by law, AI SidekiQ disclaims all warranties and will not be liable for indirect, incidental, or consequential damages.

9. Indemnification

You agree to indemnify and hold harmless AI SidekiQ and its affiliates from any claims, damages, or expenses arising from your use of the Services or violation of these Terms.

10. Governing Law

These Terms are governed by the laws of Nevada. Any disputes arising out of these Terms will be resolved in the courts of Clark County.

11. Changes to Terms

We may update these Terms from time to time. If we make material changes, we will notify you by posting the revised Terms on our website.

12. Contact Us

If you have questions about these Terms, please contact us at:

AI SidekiQ

Email: privacy@aisidekiq.com

By using AI SidekiQ, you acknowledge that you have read, understood, and agree to be bound by these Terms.