**Privacy Policy**

At MapleComply LLC ("we," "us," or "our"), protecting your privacy and personal information is a priority. This Privacy Policy explains how we collect, use, disclose, and safeguard your personal data when you visit our website or use our services. We comply with the Personal Information Protection and Electronic Documents Act (PIPEDA) and Quebec’s Act respecting the protection of personal information in the private sector (commonly referred to as Law 25). By accessing our website or engaging our services, you agree to the practices described in this policy.

**1. Information We Collect**

We collect personal information that is necessary to provide our services and meet regulatory obligations. The types of personal information we may collect include:

* Contact information (name, email address, phone number, mailing address)
* Identification details (date of birth, government-issued ID numbers)
* Financial and investment information relevant to our advisory services
* Business information (company name, position, business address)
* Online identifiers (IP address, browser type, cookies)

Personal information is collected directly from you or through authorized representatives, third-party service providers, or publicly available sources where permitted by law.

**2. How We Use Your Information**

We use your personal information to:

* Provide and manage our compliance advisory, consulting, and related services
* Verify your identity and conduct due diligence as required by regulatory authorities
* Communicate with you about your account, services, or regulatory updates
* Improve our website, services, and customer experience
* Comply with legal and regulatory obligations, including anti-money laundering (AML) and counter-terrorist financing (CTF) requirements
* Protect against fraud, unauthorized transactions, and other risks
* Manage business operations, including billing and record-keeping

We do not use your personal information for purposes unrelated to the services we provide without your consent.

**3. Sharing Your Information**

MapleComply LLC does not sell your personal information. We may share your personal data with:

* Regulatory authorities and law enforcement agencies, when required or permitted by law
* Third-party service providers who assist us in delivering our services (e.g., IT service providers, identity verification services, compliance platforms)
* Legal and professional advisors as necessary to protect our rights or comply with legal obligations
* Other parties with your explicit consent

We require all third parties who receive your information to protect it in accordance with applicable privacy laws.

**4. Data Retention**

We retain your personal information only as long as necessary to fulfill the purposes for which it was collected, including for legal, accounting, or reporting requirements. When no longer required, personal data is securely destroyed or anonymized.

**5. Security Measures**

We implement appropriate technical, organizational, and administrative safeguards to protect your personal information against unauthorized access, disclosure, alteration, or destruction. These measures include encryption, access controls, secure networks, and staff training.

**6. Your Rights and Choices**

Under PIPEDA and Quebec’s Law 25, you have the following rights regarding your personal information:

* **Access:** You may request access to the personal information we hold about you.
* **Correction:** You may ask us to correct inaccurate or incomplete information.
* **Withdrawal of Consent:** You can withdraw your consent for certain uses of your personal data, subject to legal or contractual restrictions.
* **Objection:** You may object to certain uses or disclosures of your information.
* **Data Portability:** Where applicable, you have the right to receive your personal data in a portable format.

To exercise your rights or submit inquiries about your personal information, please contact us at [contact email].

**7. Cookies and Online Tracking**

Our website uses cookies and similar tracking technologies to enhance user experience, analyze website traffic, and support marketing efforts. Cookies may collect information such as IP address, browser type, and pages visited.

You can manage cookie preferences through your browser settings. Disabling cookies may affect certain website functionalities.

**8. Cross-Border Data Transfers**

Your personal information may be transferred and stored in servers located in Canada or other countries where our service providers operate. We ensure such transfers comply with applicable privacy laws and provide adequate protection for your data.

**9. Compliance with Law 25**

In accordance with Quebec’s Law 25, we:

* Implement privacy-by-design principles in our operations
* Conduct privacy impact assessments when processing personal information that presents privacy risks
* Maintain records of processing activities
* Appoint a privacy officer responsible for overseeing compliance and responding to privacy inquiries

**10. Changes to This Privacy Policy**

We may update this Privacy Policy periodically to reflect changes in our practices, legal requirements, or technologies. We encourage you to review this policy regularly. Continued use of our website or services after changes constitutes acceptance of the updated policy.