

Website Privacy Policy (GDPR/CCPA)

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INSTRUCTIONS FOR USE

A starter privacy policy for a website/app that collects personal data. Fill in the bracketed fields and tailor to what you actually collect. Have counsel review before publishing.

1. Who We Are

Business name: _____

Website: _____

Contact email for privacy requests: _____

2. Data We Collect

☐ Contact info (name, email)

☐ Usage/analytics data

☐ Cookies

☐ Payment info

Other data collected: _____

3. How We Use It

Purposes (service, marketing, analytics, legal): _____

4. Sharing

☐ We do not sell personal data

Third parties/processors we share with: _____

5. Your Rights

☐ Access / delete (GDPR & CCPA)

☐ Opt out of sale/sharing (CCPA)

☐ Withdraw consent (GDPR)

How users exercise rights: _____

6. Retention & Security

How long data is kept; security measures: _____

7. Updates

Effective date: _____

■ This template is a starting point, not legal advice.

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