

# Privacy Policy of KCJ Astrokemist (PVT) LTD

**Effective Date:** 2024-09-23

## 1. Introduction

KCJ Astrokemist (PVT) LTD ("we," "our," "us") is committed to protecting your privacy. This Privacy Policy outlines how we collect, use, disclose, and safeguard your information.

## 2. Information We Collect

We do collect and process the following types of personal data:

- **Name**
- **Contact Number**
- **Email Address**
- **Date of Birth**
- **Time of Birth**
- **Place of Birth**

## 3. How We Use Your Information

We use your personal data for the following purposes:

- To communicate with you, either directly or through one of our partners, including for customer service, updates, and marketing purposes.
- To provide, operate, and maintain our services.

#### 4. Contact via Messaging Platforms

We do require your contact information through platforms such as WhatsApp, Viber, Telegram, or Boytim for the following reasons:

- **Enhanced Communication:** These platforms enable us to provide quicker responses and more effective customer support.
- **Real-Time Updates:** We can share real-time updates and important information about our services directly with you.
- **User Convenience:** Many users prefer these platforms for instant communication, allowing for a more seamless experience.

**Important Note:** The request for your contact information via WhatsApp, Viber, Telegram, or Boytim is exclusively for the purpose of providing our services. These platforms offer a more efficient and accessible means of communication compared to traditional methods, making them a feasible choice for the customer and our company. We do not share any personal information collected with these companies; they are utilized solely as communication tools to enhance convenience and effectiveness for all parties involved.

#### 5. Sharing Your Information

We do share your information with:

- Service providers and partners who assist us in operating our business and providing our services, including PayHere (Private) Limited for payment processing.
- Regulatory authorities or law enforcement agencies, if required by law or to protect our rights.

#### 6. Security of Your Information

We implement appropriate technical and organizational measures to protect your personal data from unauthorized access, use, alteration, or destruction.

#### 7. Data Retention

We will retain your personal data only for as long as necessary to fulfill the purposes for which we collected it, including for satisfying any legal, accounting, or reporting requirements.

## **8. Changes to This Privacy Policy**

We may update this Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on this page and updating the effective date.

## **9. Contact Us**

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

**KCJ Astrokemist (PVT) LTD**

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**Phone Number:** +94702620070