

Your privacy is important to **Ready To Focus, PLLC**. This privacy statement provides information about the personal information that Ready To Focus, PLLC collects, and the ways in which **Ready To Focus, PLLC** uses that personal information.

Personal information collection

Ready To Focus, PLLC may collect and use the following kinds of personal information:

- Information about your use of this website (including which pages you accessed);
- Information about transactions carried out over this website (including credit card payments); and
- Any other information that you send to Ready To Focus, PLLC.

Using personal information

Ready To Focus, PLLC may use your personal information to:

- Administer this website;
- Collect payments from you; and
- Send you communications.

Where **Ready To Focus, PLLC** discloses your personal information to its agents or sub-contractors for these purposes, the agent or sub-contractor in question will be obligated to use that personal information in accordance with the terms of this privacy statement.

In addition to the disclosures reasonably necessary for the purposes identified elsewhere above, **Ready To Focus, PLLC** may disclose your personal information to the extent that it is required to do so by law, in connection with any legal proceedings or prospective legal proceedings, and in order to establish, exercise or defend its legal rights.

Securing your data

Ready To Focus, PLLC will take reasonable technical and organizational precautions to prevent the loss, misuse or alteration of your personal information.

Ready To Focus, PLLC will securely store all the personal information you provide.

Information relating to electronic transactions entered into via this website will be protected by encryption technology.

Updating this statement

Ready To Focus, PLLC may update this privacy policy by posting a new version on this website.

You should check this page occasionally to ensure you are familiar with any changes.

Other websites

This website contains links to other websites. **Ready To Focus, PLLC** is not responsible for the privacy policies or practices of any third party.

Contact Ready To Focus, PLLC

If you have any questions about this privacy policy or **Ready To Focus, PLLC's** treatment of your personal information, please write to:

by email to info@readytofocus.com
by post to 13171 PO Box 1 Spring Lake MI 49456