

# Privacy Policy for InLaw

*Last Updated: [20<sup>th</sup> November 2024]*

At InLaw, we are committed to protecting your privacy and ensuring that your personal information is handled securely and responsibly. This Privacy Policy outlines how we collect, use, store, and share your information.

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## 1. Information We Collect

We may collect the following types of information when you use our services:

### a) Personal Information:

- Name, email address, phone number, and billing information when you create an account or subscribe to our services.

### b) Business Information:

- Information related to your law firm, including case details, client information, and operational data entered into the platform.

### c) Usage Data:

- Details of your interactions with our platform, such as IP addresses, browser type, operating system, and pages accessed.

### d) Communication Data:

- Content of your messages or inquiries sent to us through our platform or support channels.
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## 2. How We Use Your Information

We use the information collected to:

- Provide and maintain our services.
- Process payments and manage subscriptions.
- Improve our software and develop new features.
- Communicate with you regarding updates, promotions, or support.
- Ensure compliance with applicable laws and regulations.
- Analyze user behavior to improve user experience and platform performance.

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### 3. Data Protection and Security

We implement robust security measures to safeguard your data:

- Data encryption in transit and at rest.
- Regular security audits and vulnerability assessments.
- Restricted access to your data, only accessible to authorized personnel.

However, no system is entirely secure. By using our services, you acknowledge and accept the inherent risks of transmitting information online.

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### 4. Sharing of Information

We do not sell, rent, or trade your personal information. We may share data in the following cases:

- **Service Providers:** With trusted partners who assist in providing services (e.g., payment processors, data storage providers).
  - **Legal Compliance:** To comply with legal obligations, court orders, or requests from law enforcement.
  - **Business Transfers:** In the event of a merger, acquisition, or sale of assets, your information may be transferred as part of the transaction.
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### 5. Your Rights

Under the **Kenya Data Protection Act, 2019**, you have the following rights:

- **Access:** Request access to your personal data.
- **Correction:** Request corrections to inaccurate or incomplete data.
- **Deletion:** Request deletion of your data, subject to legal or contractual obligations.
- **Data Portability:** Request your data in a structured, commonly used format.
- **Opt-out:** Opt-out of marketing communications at any time.

To exercise these rights, contact us using the details in Section 9.

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### 6. Data Retention

We retain your data for as long as necessary to:

- Provide our services to you.
- Comply with legal and regulatory obligations.
- Resolve disputes and enforce agreements.

Once your data is no longer needed, it is securely deleted or anonymized.

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## 7. International Data Transfers

If your data is transferred outside Kenya, we ensure it is protected under applicable laws and contractual safeguards.

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## 8. Cookies and Tracking Technologies

We use cookies to enhance your experience on our platform:

- **Essential Cookies:** Required for platform functionality.
- **Analytics Cookies:** To analyze usage patterns and improve services.
- **Marketing Cookies:** To provide tailored content and advertisements.

You can manage cookie preferences through your browser settings. Note that disabling cookies may affect platform functionality.

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## 9. Contact Information

For questions, concerns, or to exercise your data rights, contact us at:

**Email:** [info@inlaw-legal.tech](mailto:info@inlaw-legal.tech)

**Phone:** +254718654571

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## 10. Changes to this Privacy Policy

We may update this Privacy Policy periodically to reflect changes in our practices or legal requirements. Significant changes will be communicated via email or our website. Continued use of our services indicates your acceptance of the updated policy.

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## 11. Governing Law

This Privacy Policy is governed by the laws of Kenya, particularly the **Data Protection Act, 2019**.