# **Privacy Policy**

Effective Date: 11 February 2025 Last Updated: 02 October 2025

Talent3 Consultancy LLC "we" respects your privacy and is committed to protecting your personal information. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website [www.talent3consultancy.com] and when you use our services.

By accessing our website or engaging our services, you agree to the terms of this Privacy Policy.

### 1. Information We Collect

We may collect the following types of information:

- **Personal Information:** Name, email address, phone number, company details, and any information you provide through forms or inquiries.
- **Business Information:** Trade license details, visa information, employee details (when applicable for our services).
- **Technical Information:** IP address, browser type, operating system, and browsing behavior collected automatically via cookies and analytics tools.
- Communication Data: Records of correspondence, service requests, and inquiries.

#### 2. How We Use Your Information

We use your information to:

- Provide and manage our services, including company setup, licensing, recruitment, and administrative support.
- Communicate with you regarding inquiries, updates, and service-related matters.
- Process payments and maintain records for compliance and invoicing.
- Improve our website, services, and customer experience.
- Comply with legal, regulatory, and Free Zone/authority requirements.

## 3. Sharing of Information

We do not sell or rent your personal data. We may share information with:

- Government & Regulatory Authorities: When required for company setup, visa processing, licensing, and compliance.
- Free Zones & Service Partners: To facilitate business setup, renewals, or recruitment.
- Third-Party Providers: Such as IT, payment processors, legal translators, or auditors who support our operations.
- Legal Obligations: If required by law, regulation, or court order.

### 4. Cookies & Tracking Technologies

Our website may use cookies and analytics tools to enhance your browsing experience. You may disable cookies in your browser, but some features of the site may not function properly.

### 5. Data Security

We implement reasonable technical and organizational measures to protect your personal data from unauthorized access, loss, misuse, or disclosure. However, no online transmission is 100% secure, and we cannot guarantee absolute security.

### 6. Your Rights

Under applicable laws, you may have the right to:

- Access and request a copy of your personal data.
- Request correction or deletion of your information.
- Withdraw consent to data processing (where applicable).
- Object to processing for direct marketing.

To exercise these rights, please contact us at [hello@talent3consultancy.com].

#### 7. Data Retention

We retain your personal data only as long as necessary to fulfill the purposes outlined in this Privacy Policy and to comply with legal and regulatory obligations.

# 8. Links to Third-Party Websites

Our website may contain links to third-party websites. We are not responsible for their privacy practices or content. We encourage you to review their privacy policies.

# 9. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. The updated version will be posted on our website with a revised "Last Updated" date.

#### 10. Contact Us

For any questions, concerns, or requests regarding this Privacy Policy or how your data is handled, please contact us at:

### **Talent3 Consultancy**

[Shams Business Center, Sharjah Media City, Sharjah, UAE] Email: <a href="mailto:hello@talent3consultancy.com">hello@talent3consultancy.com</a> - Phone: 0523090886