

Add Screenshots Ltd Privacy Policy

This Privacy Policy describes how your personal information is collected, used, and shared when you visit or subscribe to services from <https://addscreenshots.com/> (the “Site”, “we”, “us”, “our”).

PERSONAL INFORMATION WE COLLECT

When we talk about “Personal Information” in this Privacy Policy, we are talking both about Device Information and Subscription Information.

Device Information

When you visit the Site, we automatically collect certain information about your device, including information about your web browser, IP address, time zone, and some of the cookies that are installed on your device. Additionally, as you browse the Site, we collect information about the individual web pages or products that you view, what websites or search terms referred you to the Site, and information about how you interact with the Site. We refer to this automatically-collected information as “Device Information.”

We collect Device Information using technologies such as:

- “Cookies” are data files that are placed on your device or computer and often include an anonymous unique identifier. For more information about cookies, and how to disable cookies, visit <http://www.allaboutcookies.org>
- “Log files” track actions occurring on the Site, and collect data including your IP address, browser type, Internet service provider, referring/exit pages, and date/time stamps
- “Web beacons,” “tags,” and “pixels” are electronic files used to record information about how you browse the Site
- “Local Storage” is a file created by the Site on your device to store configuration options so that you will not have re-enter it during every visit

Subscription Information

When you subscribe to services through the Site, we collect certain information from you, including:

- Your account registration details
- Company and billing information
- Your credit card and payment details (we do not store credit card details)
- Personal information including your first name, last name, phone number, email address, password (for authentication against the Site)
- Additional information provided by you to us such as email addresses to send screenshots to
- Settings to use with products and services, such as but not limited to website screenshot requests, schedules and storage accounts
- Usage data about your use of the Site, such as but not limit to user interface interactions, what and when interactions occurred, computers and websites to connect the Site with and the size of image transfers
- Data required to operate the service such as but not limited to the information you transfer, submit, provide or publish to the Site

We refer to this information as “Subscription Information.”

HOW DO WE USE YOUR PERSONAL INFORMATION?

We use the Subscription Information that we collect to provide products and services you subscribed to through the Site (including processing your payment information, and providing you with invoices and/or subscription confirmations). Additionally, we use this Subscription Information to:

- Fulfill and manage subscription accounts
- Process payments and refunds
- Communicate with you
 - o Clarify details about your subscription or digital access
 - o Provide support and respond to enquires you make

- Tell you about new products, services and promotion with the ability to unsubscribe from marketing communications
- Request feedback to help improve our services
- Enforce updated terms and conditions
- Notify you about your account status, invoices and payment methods
- Screen subscriptions for potential risk or fraud
- Provide subscription services such as taking website screenshots
- Track usage information for billing purposes

We use the Device Information that we collect to help us screen for potential risk and fraud (in particular, your IP address), and more generally to improve and optimize our Site (for example, by generating analytics about how our customers browse and interact with the Site, and to assess the performance and usage of our services).

SHARING YOUR PERSONAL INFORMATION

We will not sell or rent your Personal Information to any third party. But we will share your Personal Information with trusted third parties to help us use your Personal Information, as described above.

Trusted third parties include:

- **Google Analytics** (analytics.google.com) to help us understand how our customers use the Site - you can read more about how Google uses your Personal Information: <https://www.google.com/intl/en/policies/privacy/>. You can also opt-out of Google Analytics: <https://tools.google.com/dlpage/gaoptout>.
- **Google reCAPTCHA** (<https://www.google.com/recaptcha/about/>) to protect the Site from fraud and abuse. Read more about Google's Privacy Policy: <https://policies.google.com/privacy>
- **SendGrid** (<https://sendgrid.com/>) for automated email communication such as sending Welcome Emails, Password Reset Emails, Screenshot Emails
- **Stripe** (<https://stripe.com/>) for billing; process credit card payments, manage subscription plans, collect usage charges and provide invoices
- **Xero** (<https://www.xero.com/>) for account services
- **Cloud service providers** for networking, compute, security and storage:
 - Microsoft Azure (<https://azure.microsoft.com/>)
 - Google Cloud (<https://cloud.google.com/>)
 - Cloudflare (<https://www.cloudflare.com/>)

We do not authorize third parties to use or disclose your Personal Information except for the purpose of providing the service we request from them.

Network traffic with trusted third parties are encrypted during transit and storage is encrypted at rest.

Finally, we may also share your Personal Information to comply with applicable laws and regulations, to respond to a subpoena, search warrant or other lawful request for information we receive, or to otherwise protect our rights.

WEBSITE SCREENSHOT IMAGES

We do not save, store or make a backup copy of your website screenshot images on our servers or storage accounts. The Site manage website screenshot images using temporary, in-memory buffers.

The Site can however save your website screenshot images to your own storage account that you manage and granted us access to persist images to.

YOUR RIGHTS

You have the right to view and change your Subscription Information we hold about you at any time.

Account holders can do this on <https://app.addscreenshots.com> by entering your email address and password and updating your subscription, contact and billing information.

If you are a European resident, you have the right to access personal information we hold about you and to ask that your personal information be corrected, updated, or deleted. If you would like to exercise this right, please contact us through the contact information below.

Additionally, if you are a European resident we note that we are processing your information in order to fulfill contracts we might have with you (for example if subscribe to services through the Site), or otherwise to pursue our legitimate business interests listed above. Additionally, please note that your information will be transferred outside of Europe, including to the United States.

DATA RETENTION

When you subscribe to our services through the Site, we will maintain your Subscription Information for our records unless and until you ask us to delete this information. We will delete your information upon request unless there is a legal obligation to keep your information.

MINORS

The Site is not intended for individuals under the age of 18.

CHANGES

We may update this privacy policy from time to time in order to reflect, for example, changes to our practices or for other operational, legal or regulatory reasons.

This Privacy Policy was last updated on 6 August 2020.

CONTACT US

For more information about our privacy practices, if you have questions, or if you would like to make a complaint, please contact us by e-mail at info@addscreenshots.com.