

ELEVATEHER

MENTORSHIP & EMPOWERMENT

PRIVACY NOTICE

Effective Date: _____

ElevateHer Mentorship & Empowerment LLC ("ElevateHer," "we," "us") respects your privacy. This Privacy Notice explains what information we collect, how we use it, and the choices you have. This Notice applies to clients, workshop and healing circle participants, retreat/event attendees, and visitors to our website and virtual programs.

1. Information We Collect

We may collect the following types of information:

- Contact information: name, email address, phone number, mailing address
- Intake and assessment information: information you share on intake questionnaires, self-assessments, or during mentorship sessions
- Payment information: processed through third-party payment processors (e.g., Go daddy payment portal, Stripe, Square, PayPal); ElevateHer does not store full credit card numbers
- Program participation records: attendance, session notes, program progress
- Website and communication data: information submitted through contact forms, email, or scheduling tools

2. How We Use Your Information

We use the information we collect to:

- Provide and personalize mentorship, workshops, healing circles, retreats, and virtual programs
- Schedule and confirm sessions and events
- Process payments
- Communicate with you about your program, including reminders and follow-up
- Improve our programs and develop new offerings
- Share success stories or testimonials, but only with your separate, explicit permission

3. Information Shared in Group Settings

Healing circles, group workshops, and retreats involve shared reflection among participants. While ElevateHer asks all participants to respect one another's privacy, we cannot guarantee that other participants will keep shared information confidential. Please use your own judgment about what you choose to share in group settings.

4. When We May Disclose Information

We do not sell your personal information. We may disclose information:

- To trusted service providers who help us operate (e.g., payment processors, scheduling platforms, email providers), who are only permitted to use it to provide services to us
- When required by law, such as in response to a subpoena or court order

- When necessary to protect the safety of you or others, consistent with the limits described in our Informed Consent & Non-Clinical Services Disclosure (for example, disclosed intent to harm yourself or another person, or suspected abuse of a child, elder, or dependent adult)
- With your consent, such as when sharing a testimonial or photo with your explicit permission

5. Data Security

We take reasonable steps to protect your information, including using reputable third-party platforms for payment processing, scheduling, and email communication. However, no method of electronic storage or transmission is completely secure, and we cannot guarantee absolute security.

6. Data Retention

We retain client and participant information for as long as needed to provide services, maintain business records, and comply with legal obligations. You may request that we delete your information, subject to any records we are required to retain by law.

7. Your Choices & Rights

You may:

- Ask what personal information we hold about you
- Ask us to correct inaccurate information
- Ask us to delete your information, subject to legal recordkeeping requirements
- Opt out of marketing emails at any time by unsubscribing or contacting us directly
- Decline photo/media use, as described in your Liability Waiver & Release Form

8. Children's Privacy

ElevateHer's programs are designed for adult women. We do not knowingly collect information from children under 13. If you believe a child has provided us information, please contact us so we can remove it.

9. Changes to This Notice

We may update this Privacy Notice from time to time. The effective date at the top of this document reflects the most recent revision. Continued participation in ElevateHer programs after changes are posted constitutes acceptance of the updated Notice.

10. Contact Us

If you have questions about this Privacy Notice or how your information is handled, please contact us:

ElevateHer Mentorship & Empowerment LLC

Tstuart@elevatehermentorship.com | 888-489-3113