

## **Privacy Policy**

Effective Date: 27 February 2025

### **1. Introduction**

Aadit Narula Gupta Coaching & Counselling ("we," "us," or "our") is committed to protecting your privacy. This Privacy Policy explains how we collect, use, and protect your personal information when you visit our website, contact us, or engage our coaching services.

### **2. Information We Collect**

We may collect the following types of personal information:

- Contact information (such as name, email address, and phone number) when you reach out to us via email or other communication methods.
- Any additional information you choose to share when inquiring about or engaging in coaching services.

### **3. How We Use Your Information**

We use your information solely for the purposes of:

- Communicating with you regarding inquiries, appointments, or coaching services.
- Providing and improving our coaching services.
- Maintaining our business records.

### **4. Confidentiality Commitment**

We maintain strict confidentiality, adhering to ethical guidelines comparable to those followed by licensed psychotherapists. Your personal information, session details, and any communications are kept strictly private unless disclosure is required by New York State and United States law (e.g., risk of harm to self or others, court orders, or other legal obligations).

### **5. Information Sharing and Third Parties**

We do not, and will never, sell, rent, or share your personal information with third parties for marketing or other commercial purposes. Your information is only shared in cases where required by law or with your explicit consent.

### **6. Data Security**

We take reasonable measures to safeguard your personal information against unauthorized access, disclosure, or misuse. However, no method of electronic communication or storage is completely secure, and we cannot guarantee absolute security.

### **7. Your Rights**

You have the right to:

- Request access to or correction of your personal information.

- Request the deletion of your information, subject to legal and business record-keeping requirements.
- Withdraw consent for communications at any time.

### **8. Changes to This Privacy Policy**

We may update this Privacy Policy from time to time. Any changes will be posted on this page with an updated effective date.

### **9. Contact Us**

If you have any questions about this Privacy Policy or how your data is handled, please contact us at [mail@aaditgupta.com](mailto:mail@aaditgupta.com).