



Privacy Policy – Editing & English Co.

We respect your privacy and are committed to protecting your personal information.

1. Information We Collect

- Name, email, phone number (when provided)
- Documents submitted for editing
- Payment details

2. How We Use Information

- To provide editing and ESL services
- To communicate with you about services and updates
- To process payments securely
- To improve our website and services

3. Data Security

- Files are stored securely and only accessed by assigned editors.
- Documents are deleted within 30 days of delivery unless otherwise requested.

4. Sharing Information

- We never sell or share client information with third parties, except when required by law.
- Payment information is processed only by trusted third-party payment providers.

5. Client Rights

- You may request access, correction, or deletion of your personal information at any time.
- Contact us at info@editingandenglishco.com with privacy-related inquiries.