## **Privacy Policy**

This privacy policy sets out how Almost Anything LLC, Business Made Simple or HeartofOneNote.com uses and protects any information that you provide to us when you use this website.

Almost Anything LLC is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

Almost Anything LLC may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from May 6, 2015.

## What we collect

We may collect the following information:

- name
- contact information including email address
- demographic information such as postcode, preferences and interests
- other information relevant to or included in customer surveys and/or offers
- information that you provide through your coaching notes or question responses

## What we do with the information we gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services.
- We may periodically send promotional email about new products, special offers or other information which we think you may find interesting using the email address which you have provided.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail.
- We may use the information to customize the website according to your interests.
- · We may use your information in our newsletter.

If you have any questions concerning this policy, or choose to opt-out of any of our programs, you may send an e-mail to heartofonenote@gmail.com.