



## Vendor Privacy Policy

### Description

## Vendor Privacy Policy

At **VirtualEdge VA Solutions**, we are committed to protecting the privacy and security of our vendors. We understand that the information you provide is vital to our partnership, and we take every measure to ensure that we handle your data with care and responsibility. This policy outlines how we collect, use, and safeguard your personal and business information. By becoming a vendor on our platform, you agree to the terms outlined below.

### 1. Why Vendor Privacy is Important

Vendor privacy is essential to fostering trust and maintaining a transparent relationship between **VirtualEdge VA Solutions** and our vendors. Protecting your personal and business data ensures your operations remain secure, confidential, and compliant with data protection regulations. We value your trust and are dedicated to safeguarding your information from unauthorized access or misuse.

## Information We Collect

### 2. Data Collection

We collect personal and business information necessary to facilitate vendor registration and ongoing operations on our platform. This may include:

- Full name and business name
- Contact details (email, phone number, address)
- Tax Identification Number (TIN) or VAT details
- Payment and banking information for processing transactions
- Product or service details listed on our marketplace

All the data we collect is limited to what is strictly necessary for the operation of our vendor platform.

### 3. How We Use Your Information

We use the information we collect to:

- Manage vendor accounts and profiles
- Process payments and issue invoices
- Communicate important updates regarding your account
- Ensure compliance with legal and regulatory obligations
- Improve our platform and services for vendors

We do not sell or share your personal data with third parties without your explicit consent, except when the law requires it.

### 4. Vendor Rights

As a vendor, you have the right to:

- Access and review the information we hold about you
- Request corrections to inaccurate or outdated data
- Withdraw consent for specific data uses
- Request deletion of your data (subject to legal obligations)

To exercise these rights, please contact us using the information we provide below.

### 5. Contact Information

If you have any questions or concerns about this Vendor Privacy Policy or how we handle your data, please reach out to us:

## VirtualEdge VA Solutions

Email: [support@virtualedgevasolutions.com](mailto:support@virtualedgevasolutions.com)

We are here to respond to all inquiries in a timely and transparent manner.

#### **Date Created**

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#### **Author**

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