

Privacy Notice

Molenaar Translations LLC (“we”, “us”, “our”) is a translation business located in the United States owned and managed by Mery Molenaar. We offer services related to document and software translation, editing and linguistic testing. We can be reached at mery@molenaartranslations.com or +1 720-323-8054.

This Privacy Notice explains when and why we may collect personal information from you when you visit our website (www.molenaartranslations.com).

The personal information we collect on this website

We collect the following information:

- your name and email address through the use of our contact form.

Why we collect your information

We collect your information for the following purposes:

- to respond to your requests for services or information
- to maintain a professional relationship with you and offer the services you have requested.

Use of reCAPTCHA

We have implemented reCAPTCHA on our website to prevent spam. Your use of reCAPTCHA is subject to the Google [Privacy Policy](#) and [Terms of Use](#). If you are uncomfortable using reCAPTCHA, you may contact us directly through email instead of using the contact form.

Use of cookies

We do not use cookies or other tracking features that collect personal information.

Sharing your personal information

We do not share your personal information with third parties.

Where your personal information is stored

The personal information you provide through the contact form is sent directly via email to our Inbox. Our website and email system use SSL to establish a secure connection. Email messages will be stored on our email server as well as downloaded to our personal computers. All our computers and other electronic devices containing personal information are password-protected.

View, edit or delete your personal information

You may request to view the personal information we have on file for you or request to have your personal information edited or deleted by sending an email to the email address listed above.

Your consent

By using the contact form on our website, you consent to this Privacy Notice and give us permission to process your personal data specifically for the purposes identified above. You may withdraw your consent at any time by sending an email to the email address listed above.

Updates

This Privacy Notice may be updated from time to time and was last updated on June 15, 2018.