

DeployReady Privacy Policy

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Contact: privacy@capstonehorizon.com

1. Who We Are

DeployReady is a SaaS platform operated by Capstone Horizon LLC, an Arizona limited liability company ("Capstone," "we," "us," "our"). Our mailing address is 7782 Rose Rock Way, Las Vegas, NV 89113. Our website is capstonehorizon.com and our product runs at app.capstonehorizon.com.

This Privacy Policy describes how we collect, use, share, and protect personal information when you visit our website or use our platform. It also describes your rights regarding your data.

2. What We Collect

2.1 Account Data.

When you register, we collect: your name, email address, company name, role in your organization, and the password you choose (stored as a script hash -- we never store your plaintext password).

2.2 Uploaded Content.

You may upload solicitation documents, company profile data (including information about personnel at your organization), resumes, past performance write-ups, and other files. We store this content to provide the Service. You control what you upload.

2.3 Generated Outputs.

We store proposal drafts and other outputs generated by the platform for your account.

2.4 Usage Data.

We collect log data when you use the platform: pages visited, actions taken, timestamps, IP addresses, browser type, and user agent. This helps us operate and improve the Service.

2.5 Audit Log Data.

For security and compliance purposes, we maintain an audit log of actions such as login attempts (successful and failed), logouts, profile changes, solicitation uploads, proposal generation and deletion, user invitations, and data exports. These records include your email, user ID, tenant ID, role, IP address, user agent, resource accessed, and timestamp.

2.6 Billing Data.

Payment processing is handled by Stripe. We do not store full payment card numbers. We retain your Stripe customer ID, plan subscription metadata, and billing address.

2.7 Cookies and Similar Technologies.

We use session cookies to maintain your authenticated session. We may use analytics tools to understand usage patterns. We do not use advertising cookies or cross-site tracking pixels. You can disable cookies in your browser settings, but doing so will prevent you from logging in.

3. How We Use Your Information

We use the information we collect to:

- Provide, operate, and maintain the DeployReady platform;
- Process your account registration and authentication;
- Generate proposal drafts and solicitation analysis in response to your requests;
- Process billing and manage subscriptions via Stripe;
- Send transactional emails (login notifications, system alerts, receipts) via Resend;
- Maintain security audit logs for incident investigation;
- Detect and prevent fraud, abuse, and security incidents;
- Improve the platform's features, reliability, and performance;
- Respond to your support requests; and
- Comply with legal obligations.

We do not use your uploaded content or generated proposals to train machine learning models. We do not sell your data.

4. Legal Bases for Processing

We process personal information on the following legal bases:

- Contract performance: Processing account data, uploaded content, and generated outputs is necessary to deliver the Service you subscribed to.
 - Legitimate interests: We process usage data and audit logs to maintain platform security, prevent fraud, and improve the Service. These interests do not override your privacy rights.
 - Legal obligation: We may process and retain certain data to comply with applicable law (e.g., tax records for billing data).
 - Consent: Where we rely on consent (e.g., optional marketing communications), you may withdraw it at any time without affecting previous processing.
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5. How We Share Your Information

We share personal information only in the following circumstances:

5.1 Subprocessors.

We share data with the third-party service providers listed on our [Subprocessor List](#) to operate the Service. These providers process data on our behalf under contractual data protection obligations. We only engage US-based subprocessors. We do not share your data with any advertising network, data broker, or analytics company.

5.2 Legal Requirements.

We may disclose information if required by law, court order, or legal process, or to protect the rights, property, or safety of Capstone, our customers, or others.

5.3 Business Transfers.

If Capstone is acquired, merges, or transfers substantially all its assets, customer data may be transferred to the acquirer. We will notify you before such a transfer occurs and give you the option to delete your data.

5.4 With Your Consent.

We may share data in other ways if you give us explicit consent.

We do not sell, rent, or trade your personal information.

6. Retention

We retain personal information for as long as your account is active and as necessary to provide the Service, comply with legal obligations, and resolve disputes. Specific retention periods:

Data Category	Retention Period
Account credentials	Duration of account + 30 days post-termination
Company profile and uploaded content	Duration of subscription; deleted within 30 days of termination
Solicitation data	12 months from last activity
Generated proposals	Until you delete them or your account is terminated
Audit logs	24 months from event date
Billing records	7 years (IRS requirement)
Usage and error logs	90 days

7. Your Rights

Depending on where you are located, you may have the following rights:

Access. You may request a copy of the personal information we hold about you.

Correction. You may request correction of inaccurate or incomplete information. Most account data can be updated directly in your profile settings.

Deletion. You may request deletion of your personal information. We will process deletion requests within 30 days. Some information (audit logs, billing records) may be retained as described in Section 6.

Portability. You may request an export of your data in a machine-readable format. To submit a portability request, email privacy@capstonehorizon.com.

Opt-Out of Sale. We do not sell personal information. There is nothing to opt out of.

Withdraw Consent. If we rely on consent for any processing, you may withdraw it at any time. Withdrawal does not affect processing that occurred before withdrawal.

To exercise any right, email privacy@capstonehorizon.com. We will respond within 30 days. We may need to verify your identity before processing a request.

8. California Residents (CCPA)

If you are a California resident, you have the following rights under the California Consumer Privacy Act (CCPA):

- **Right to Know:** You may request disclosure of the categories and specific pieces of personal information we have collected about you, the categories of sources, the purposes for collection, and the categories of third parties with whom we share it.
- **Right to Delete:** You may request deletion of personal information we have collected from you, subject to certain exceptions.
- **Right to Correct:** You may request correction of inaccurate personal information.
- **Right to Opt-Out of Sale or Sharing:** We do not sell or share personal information for cross-context behavioral advertising. There is no opt-out required.
- **Right to Non-Discrimination:** We will not discriminate against you for exercising CCPA rights.

To submit a CCPA request, email privacy@capstonehorizon.com with the subject line "CCPA Request." We will respond within 45 days (extendable by an additional 45 days with notice). You may designate an authorized agent to submit requests on your behalf; we will require verification of the agent's authority.

9. Children

DeployReady is intended for use by businesses and professionals. The Service is not directed to individuals under 13. We do not knowingly collect personal information from children under 13. If we learn that we have collected such information, we will delete it promptly. Contact privacy@capstonehorizon.com if you believe we have information from a minor.

10. Security

We implement technical and organizational measures to protect your personal information, including encryption at rest and in transit, tenant isolation, script password hashing, and audit logging. These measures are described in detail on our [Trust Center](#). No security measures are perfect; we cannot guarantee absolute security, but we will notify you promptly if a breach affecting your data is confirmed.

11. International Transfers

DeployReady processes all customer data in the United States (AWS us-east-1). We do not transfer customer data outside the United States. If this changes, we will update this Policy and provide notice as required by applicable law.

12. Changes to This Policy

We may update this Privacy Policy. For material changes, we will provide at least 30 days' notice via email and via a notice at capstonehorizon.com/legal/privacy. The "Last Updated" date at the top of this page reflects the most recent version. Continued use of the Service after the notice period constitutes

acceptance.

13. Contact

For privacy requests, questions, or concerns:

Capstone Horizon LLC

Attn: Privacy

7782 Rose Rock Way, Las Vegas, NV 89113

privacy@capstonehorizon.com

capstonehorizon.com