

# Privacy Policy

**Effective Date:** June 9th, 2026

Argos, LLC, doing business as Argos Property Management, respects your privacy. This Privacy Policy explains how we collect, use, and protect information submitted through our website, emails, phone calls, text messages, and other communications with us.

## 1. Information We Collect

We may collect personal information that you voluntarily provide to us, including:

- Name
- Email address
- Phone number
- Property address or property-related information
- Information submitted through contact forms, emails, texts, or phone calls
- Information related to services you request or properties we manage

Our website may also automatically collect limited technical information, such as IP address, browser type, device information, pages visited, and general website usage data. This information may be collected through website hosting tools, cookies, analytics tools, or similar technologies.

## 2. How We Use Information

We use collected information to:

- Respond to inquiries
- Provide property management, property care, maintenance coordination, and related services
- Communicate with property owners, vendors, guests, or prospective clients
- Prepare estimates, invoices, service updates, and records
- Improve our website and services
- Maintain business records
- Comply with legal, tax, insurance, and contractual obligations

## 3. Sharing of Information

We do not sell personal information.

We may share information when reasonably necessary with:

- Vendors, contractors, cleaners, repair professionals, or service providers involved in property-related work
- Website hosting, email, bookkeeping, payment, or business software providers
- Insurance, accounting, legal, or professional advisors
- Government authorities, courts, or other parties when required by law
- Other parties with your consent or at your direction

We only share information as reasonably necessary for business, service, legal, or administrative purposes.

## **4. Text Messages and Email Communications**

If you contact us by phone, email, or text message, we may use that same method to respond to you. Standard text messaging and data rates may apply. You may ask us to stop sending nonessential communications at any time.

## **5. Cookies and Website Analytics**

Our website may use cookies or similar technologies to operate the website, understand visitor activity, improve performance, and support basic analytics. You can adjust your browser settings to block or delete cookies, although some website features may not function properly.

## **6. Data Security**

We use reasonable administrative, technical, and physical safeguards to protect personal information. However, no method of electronic transmission or storage is completely secure, and we cannot guarantee absolute security.

## **7. Data Retention**

We keep information for as long as reasonably necessary to provide services, manage business records, comply with legal obligations, resolve disputes, and enforce agreements.

## **8. Your Choices**

You may contact us to request that we update, correct, or delete personal information that you have provided, subject to any legal, business, accounting, contractual, or recordkeeping obligations.

## **9. Children's Privacy**

Our website and services are not directed to children under 13, and we do not knowingly collect personal information from children.

## **10. Links to Other Websites**

Our website may contain links to third-party websites. We are not responsible for the privacy practices, content, or security of third-party websites.

## **11. Changes to This Policy**

We may update this Privacy Policy from time to time. The updated version will be posted on this page with a revised effective date.

## **12. Contact Us**

For questions about this Privacy Policy or our privacy practices, please contact: **Argos, LLC Argos Property Management** Phone: **614.203.4316** Email: [info@argospropertymanagement.com](mailto:info@argospropertymanagement.com) Website: [www.argospropertymanagement.com](http://www.argospropertymanagement.com)