

# PRIVACY POLICY

RS Project, LLC · Effective Date: March 15, 2026

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## 1. INTRODUCTION

RS Project, LLC ("Company," "we," "us," or "our") is committed to protecting your privacy. This Privacy Policy explains how we collect, use, store, and protect personal information in connection with Bookkeeping-OCR software ("Software") and the bookkeeping-ocr.com website ("Website") both owned and operated by RS Project, LLC.

Bookkeeping-OCR is a standalone desktop application. A foundational principle of our design is that your financial data never leaves your machine. This Privacy Policy is limited to the narrow set of personal information we do collect — principally your email address, used for license delivery and service communications.

By downloading the Software or using the Website, you agree that you have reviewed this Privacy Policy and will comply with its provisions.

## 2. INFORMATION WE COLLECT

**2.1 Email Address.** Providing your email address is required to receive the download link in order to download the application. Your email address is also used to deliver your License Key after purchase and for service-related communications.

**2.2 License Activation Data.** During the license activation process, the Software communicates with our activation server to validate your License Key. This communication is limited to what is necessary to confirm the validity of the License Key and record that it has been activated on your machine. No financial data, bookkeeping records, or personal information beyond what is described in this Policy is transmitted during activation.

**2.3 Purchase Information.** License purchases are processed through Stripe, a third-party payment processor, or another third-party payment processor used by us in the future. We do not collect, process, or store your credit card number, bank account information, or other payment credentials. Stripe handles all payment data under its own privacy policy. We receive from Stripe only confirmation of successful payment and the email address associated with the transaction.

**2.4 Support Communications.** If you contact us for support, we will receive and retain the content of your communications, including your email address and any information you choose to share.

## 3. HOW WE COLLECT INFORMATION

**3.1 Website Download Form.** Your email address is collected through the download form on bookkeeping-ocr.com.

**3.2 License Activation.** When you activate your purchased license by entering your License Key in the Software, the Software communicates with our activation server to validate the key. This is a one-time communication per activation event.

**3.3 Website Analytics.** Our Website may use analytics tools (such as Google Analytics) to collect aggregated, anonymized information about Website visitors, including pages viewed and general geographic region. This data is not linked to individual identities.

**3.4 No In-App Data Collection.** The Software itself does not contain tracking, telemetry, crash reporting, or any mechanism to transmit your bookkeeping data to us or any third party. All data you enter into the Software remains on your computer only.

#### **4. HOW WE USE YOUR INFORMATION**

We use the information we obtain from you for the following specific purposes:

**Email Address:** (a) To deliver the Software download link; (b) to deliver your License Key upon purchase; (c) to send service-related communications, including updates about your Service Contract, important security notices, and responses to your support requests; (d) to contact you about Software updates (you may opt out of non-essential communications as described in Section 9).

**License Activation Data:** Solely obtained to validate your License Key and confirm that it has been activated. It is never used for behavioral tracking, advertising, or profiling.

**Support Communications:** To respond to your support requests and improve the Software.

We do not use your information for advertising, behavioral profiling, or sale to third parties.

#### **5. DATA WE DO NOT COLLECT**

We want to be explicit about what we do NOT collect, transmit, or store:

- Your bookkeeping records, including receipts, expense entries, revenue entries, transaction data, and contacts;
- Receipt images or scanned documents processed by the OCR engine;
- Financial reports or exported files you generate within the Software;
- Keystroke logs, screen captures, or usage behavior within the Software;
- Browser history or data from other applications on your computer;
- Precise location data.

All data you enter into Bookkeeping-OCR is stored in a local database on your machine. RS Project, LLC never sees, accesses, or stores your data.

#### **6. DATA SHARING AND THIRD PARTIES**

We do not sell your personal information. We share your information only in the following limited circumstances:

**Stripe.** Your email address is shared with Stripe for the purpose of processing your license purchase and delivering a receipt. Stripe operates under its own privacy policy, available at [stripe.com/privacy](https://stripe.com/privacy).

**Legal Compliance.** We may disclose personal information if required to do so by law, court order, or governmental authority, or if we believe in good faith that such disclosure is necessary to protect our rights, your safety, or the safety of others.

**Business Transfers.** In the event of a merger, acquisition, or sale of all or a portion of RS Project, LLC's assets, your information may be transferred as part of that transaction. We will notify you via email if such a transfer involves your personal data.

No other third-party data sharing occurs.

## 7. DATA RETENTION

**Email Address:** Retained for the duration of your active license and for two (2) years following expiration or termination, to support potential support requests and audit obligations.

**License Activation Records:** Retained for the duration of your active license to support reactivation and transfer requests. Deleted after license termination upon request.

**Support Communications:** Retained for three (3) years to support continuity of service.

You may request deletion of your personal information at any time by contacting [support@bookkeeping-ocr.com](mailto:support@bookkeeping-ocr.com). Deletion requests will be honored within thirty (30) days, except where retention is required by law.

## 8. DATA SECURITY

We implement industry-standard measures to protect the personal information we collect:

- Email addresses and license records are stored on servers with access controls and encryption at rest;
- All data transmitted between the Software and our activation server is encrypted using HTTPS/TLS;
- Payment data is handled exclusively by Stripe, which maintains PCI DSS compliance;
- Your bookkeeping data never leaves your machine and is therefore not subject to our server-side security risks.

While we employ reasonable security measures, no method of transmission over the Internet or electronic storage is 100% secure. We cannot guarantee absolute security of your information.

## 9. YOUR RIGHTS

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

**Correction.** You may request correction of inaccurate or incomplete personal information.

**Deletion.** You may request deletion of your personal information, subject to our legal obligations and the need to maintain active license records.

**Opt-Out.** You may opt out of non-essential communications (such as product news or marketing) by replying to any email with "UNSUBSCRIBE" or contacting us at support@bookkeeping-ocr.com. You cannot opt out of essential service communications (License Key delivery, security notices) while your license is active.

To exercise any of these rights, contact us at support@bookkeeping-ocr.com. We will respond within thirty (30) days. We may need to verify your identity before processing your request.

## **10. CHANGES TO THIS POLICY**

RS Project, LLC reserves the right to update or modify this Privacy Policy at any time. We will post the revised Policy on our Website with an updated Effective Date. For material changes, we will make reasonable efforts to notify you via email.

Your continued use of the Software or Website after the effective date of the updated Policy constitutes your acceptance of the revised terms.

## **11. CONTACT US**

If you have any questions, concerns, or requests regarding this Privacy Policy or our data practices, please contact us:

- RS Project, LLC
- Email: support@bookkeeping-ocr.com
- Website: bookkeeping-ocr.com