

Privacy Policy

Last Revised: July 10, 2026

1. Introduction

Huron Systems Ltd. ("Huron Systems", "we", "us", or "our") respects your privacy and is committed to protecting your personal information. This Privacy Policy explains how we collect, use, disclose, store, and protect personal information when you visit our website, use our client portal, communicate with us, or otherwise engage with our products and services.

This Privacy Policy applies to the website located at <https://huroniasystems.ca>, our client portal, and any products or services provided by Huron Systems unless otherwise stated.

By using our Services, you acknowledge that you have read and understood this Privacy Policy.

2. Scope

This Privacy Policy applies to personal information collected through:

- Our public website;
- Our client portal and related online services;
- Contact forms and project inquiries;
- Electronic communications, including email and SMS;
- Telephone conversations where recording has been disclosed and consent has been obtained;
- Electronic document signing;
- Support requests;
- Project consultations;
- Business relationships established with Huron Systems.

This Privacy Policy does not apply to third-party websites or services that may be linked from our website. We encourage you to review the privacy practices of any third-party service you choose to use.

3. Definitions

For the purposes of this Privacy Policy:

Client means any individual, business, or organization that purchases or receives services from Huronia Systems.

Personal Information means information about an identifiable individual as defined under applicable Canadian privacy legislation.

Services means any website, software, application, client portal, consulting service, maintenance service, support service, or other offering provided by Huronia Systems.

Client Portal means any authenticated area of our website or related systems that allows clients to access documents, invoices, project information, support resources, or other services.

4. Information We Collect

The information we collect depends on how you interact with Huronia Systems.

Contact Information

When you contact us or request information, we may collect:

- Full name
- Business name
- Email address
- Telephone number
- Business address
- Information contained within your inquiry

Business Information

Where applicable, we may collect business information necessary to provide our services, including:

- Business name
- Business address
- Website or domain information

- Business registration information
- Applicable government registration numbers
- Information relating to your project or business requirements

Client Account Information

When a client account is created, we may collect information necessary to administer and secure the account, including:

- Account credentials
- Login history
- Authentication records
- IP addresses associated with account access
- Password reset activity
- Email verification status
- Security-related account events

Passwords are never stored in plain text and are securely hashed before being stored.

Project Information

As part of delivering our services, we may collect and maintain information relating to your project, including:

- Project specifications
- Technical requirements
- Design assets
- Software requirements
- Communications regarding your project
- Documentation provided during development
- Project files

Financial Information

Where necessary to provide services, we may collect information relating to payments, including:

- Invoice records
- Payment status
- E-Transfer transaction references
- Outstanding balances
- Billing history

Huron Systems does not collect or store credit card information.

Identity Verification

For certain projects, particularly those involving higher-value engagements or where identity verification is appropriate, we may request government-issued identification.

Such information is collected only where reasonably necessary for purposes including:

- Identity verification
- Fraud prevention
- Contractual verification
- Compliance with legal obligations

Identity documents are requested only when required and are handled with appropriate safeguards.

Electronic Signatures

Where electronic signatures are used, we maintain records relating to the signing process to assist in verifying the authenticity of signed documents.

These records may include:

- Date and time of signing
- IP address used during signing
- Device information sufficient to support the signing record
- The signed document itself
- Related audit information associated with the signing process

These records are maintained for security, verification, and legal record-keeping purposes.

Communications

When communicating with Huronia Systems, we may retain records of communications, including:

- Email correspondence
- SMS messages
- Support requests
- Project discussions
- Telephone conversations where recording has been disclosed and you have consented to the recording

These records help us provide support, maintain accurate project history, improve our services, and protect both our clients and our business.

Information Collected Automatically

When you visit our website or use our online services, certain technical information may be collected automatically, including:

- IP address
- Browser type
- Device information
- Operating system
- Pages visited
- Referring website
- Date and time of access
- General usage information
- Session information

This information is used to improve the performance, security, reliability, and usability of our Services.

Cookies and Similar Technologies

Huronia Systems uses cookies and similar technologies to operate our website, maintain secure sessions, remember preferences where appropriate, and better understand how visitors use our website.

Some cookies are necessary for the operation of our Services, while others help us improve the website through analytics.

Additional information regarding cookies is available in our Cookie Notice.

5. How We Use Your Information

Huronia Systems collects and processes personal information only where it is reasonably necessary to operate our business, deliver our Services, meet our contractual obligations, protect our systems, or comply with applicable laws.

Depending on your relationship with us, we may use your information to:

- Respond to inquiries and communicate with prospective clients.
- Prepare quotations, proposals, and project documentation.
- Provide website development, software development, consulting, maintenance, hosting, branding, graphic design, SEO, and other services requested by you.
- Create and manage client accounts.
- Verify your identity where appropriate.
- Deliver invoices, reminders, receipts, project updates, and other service-related communications.
- Process electronic signatures and maintain associated audit records.
- Provide customer support and technical assistance.
- Maintain project history and documentation.
- Protect our Services against fraud, unauthorized access, abuse, or other security threats.
- Improve the functionality, reliability, and performance of our website and Services.
- Meet legal, accounting, tax, insurance, and regulatory obligations.
- Enforce our agreements and protect our legal rights where necessary.

We do not sell your personal information.

We do not use your personal information for automated decision-making or profiling that produces legal or similarly significant effects.

6. When We Share Information

Huron Systems treats your personal information as confidential.

We do not sell, rent, or trade personal information to third parties.

We may disclose personal information only where reasonably necessary in the following circumstances:

Service Providers

We work with trusted third-party service providers that assist us in operating our business and delivering our Services.

Depending on the services you use, these providers may include:

- Microsoft 365 for email communications.
- Google Analytics for website analytics.
- Cloudflare for website performance, security, and content delivery.
- Infrastructure and hosting providers responsible for operating our servers.

These providers receive only the information reasonably necessary to perform their respective services and are expected to protect that information in accordance with their own privacy and security obligations.

Legal Requirements

We may disclose information where required or permitted by law, including where disclosure is necessary to:

- Comply with applicable legislation or legal process.
- Respond to lawful requests from government authorities.
- Protect our legal rights.
- Investigate suspected fraud or unlawful activity.
- Protect the safety, security, or property of Huronia Systems, our clients, or others.

Business Transactions

If Huronia Systems undergoes an acquisition, reorganization, financing, or sale of all or part of its business, personal information may be transferred as part of that transaction, subject to appropriate confidentiality obligations and applicable law.

7. International Data Transfers

Huronia Systems primarily serves clients within Canada. However, certain information may be processed or stored outside Canada.

Our primary website infrastructure is hosted in the United States. As a result, information submitted through our website or client portal may be processed or stored on servers located outside Canada.

Additionally, certain third-party service providers used by Huronia Systems may process information in jurisdictions outside Canada where necessary to deliver their services.

Where personal information is transferred outside Canada, it may become subject to the laws of the jurisdiction in which it is processed.

Huronia Systems takes reasonable steps to ensure that personal information transferred to service providers is protected through appropriate contractual, technical, and organizational safeguards.

8. Cookies and Analytics

Huronia Systems uses cookies and similar technologies to provide secure, reliable, and functional online services.

Cookies may be used to:

- Maintain secure user sessions.
- Remember user preferences.
- Improve website functionality.
- Measure website usage.
- Assist with website security.

Our website also uses Google Analytics to better understand how visitors interact with our website.

Google Analytics may collect information such as:

- IP address
- Browser type
- Device characteristics
- General geographic region
- Pages viewed
- Session duration
- Referral source
- General website interaction data

This information is used solely to help improve our website, understand visitor behaviour, and enhance the quality of our Services.

Cloudflare may also use cookies or similar technologies to improve website performance, enhance security, prevent malicious activity, and assist in protecting our infrastructure.

Where possible, you may control or disable certain cookies through your browser settings. Please note that disabling some cookies may affect the functionality of portions of our website.

Further information is available in our Cookie Notice.

9. How We Protect Your Information

Access to personal information is restricted to individuals who require that access in order to perform legitimate business functions.

We implement reasonable administrative, technical, and physical safeguards designed to protect personal information against unauthorized access, disclosure, alteration, loss, misuse, or destruction.

Depending on the nature of the information involved, these safeguards include:

- Encrypted connections using HTTPS.
- Secure password hashing using industry-standard cryptographic techniques.
- Access controls limiting personal information to authorized personnel.
- Encrypted backups maintained on a rotating basis.
- Firewall and infrastructure security measures.

- Cloudflare security and distributed denial-of-service (DDoS) protection.
- Security monitoring and logging.
- Regular software and infrastructure maintenance where appropriate.

While we take reasonable measures to protect personal information, no method of electronic transmission or storage can be guaranteed to be completely secure. Accordingly, Huronia Systems cannot guarantee absolute security.

10. Data Retention

Huron Systems retains personal information only for as long as reasonably necessary to fulfill the purposes described in this Privacy Policy or to comply with applicable legal, regulatory, contractual, accounting, insurance, or operational requirements.

Depending on the nature of the information, retention periods may vary.

For example, we may retain:

- Client account information while an account remains active.
- Project documentation throughout the duration of the client relationship.
- Signed agreements and electronic signature audit records for legal and contractual purposes.
- Financial and accounting records for the period required under applicable law.
- Security logs where necessary to investigate fraud, unauthorized access, or other security-related events.

Where personal information is no longer required and there is no legal or legitimate business reason to retain it, we will securely delete, anonymize, or otherwise dispose of the information using reasonable methods appropriate to the nature of the data.

Where deletion is requested but certain information must be retained to satisfy legal or contractual obligations, the relevant account may be deactivated while the required records continue to be retained.

11. Your Privacy Rights

Subject to applicable law, you may have the right to:

- Request access to the personal information we maintain about you.
- Request correction of inaccurate or incomplete information.
- Withdraw consent where consent forms the legal basis for processing.
- Request deletion of personal information where applicable.
- Request information regarding how your personal information has been used or disclosed.

Before fulfilling certain requests, Huronia Systems may take reasonable steps to verify your identity to protect your personal information from unauthorized access or disclosure.

Certain information may be retained where required or permitted by law, including information required for taxation, accounting, contractual enforcement, fraud prevention, dispute resolution, or other legitimate legal or business purposes.

Requests relating to personal information may be submitted using the contact information provided at the end of this Privacy Policy.

12. Children's Privacy

Huron Systems provides professional technology services primarily to businesses and adults.

We do not knowingly collect personal information from children where doing so would violate applicable law.

If we become aware that personal information has been collected from a child contrary to applicable legal requirements, we will take reasonable steps to delete that information as required by law.

Parents or legal guardians who believe that a child has provided personal information to Huronia Systems may contact us using the information provided below.

13. Changes to this Privacy Policy

Huroniasystems may update this Privacy Policy from time to time to reflect changes to our business practices, legal obligations, technologies, or Services.

The revised version will be identified by the "Last Revised" date at the beginning of this Privacy Policy.

Where changes are significant, we may also provide additional notice where appropriate.

We encourage you to review this Privacy Policy periodically to remain informed about how we protect your personal information.

14. Contact Us

Questions, requests, or concerns regarding this Privacy Policy or our privacy practices may be directed to:

Privacy Officer
Huroniasystems Ltd.

5 Art Ann Crescent
Tiny, Ontario L0L 2J0
Canada

Email: info@huroniasystems.ca

Telephone: (705) 321-1035

Where required by applicable law, we will make reasonable efforts to respond to privacy-related requests within the timeframes prescribed by law.