

ELYVIA LAW PLLC

Data Privacy Notice

Privacy policy for website visitors, prospective clients, clients, and business contacts

Version date: May 26, 2026

Important notice: This policy is provided for general informational purposes and does not create an attorney-client relationship, does not constitute legal advice to any person other than an engaged client within the scope of a written engagement, and may be supplemented by matter-specific engagement terms, outside-counsel guidelines, data-processing terms, or client instructions.

Purpose

Elyvia Law PLLC respects the privacy of clients, prospective clients, website visitors, business contacts, and users of Elyvia Law-supported legal, compliance, and technology-enabled advisory services. This Notice explains the categories of information we may collect, how we use it, how we protect it, and how individuals may contact us about privacy-related questions.

Information We May Collect

Depending on the nature of the interaction, we may collect contact information, business information, matter-related information, billing and administrative information, communications submitted through our website or email, compliance-program materials, sanctions and export-control information, corporate and transactional records, technical information needed to support compliance workflows, and information reasonably necessary to evaluate or provide legal services.

Website and Inquiry Information

If you contact us through our website, we may receive the information you choose to submit, such as your name, email address, subject line, and message.

Please do not submit confidential, privileged, export-controlled, trade-secret, classified, highly sensitive, or time-sensitive information through a website form unless and until Elyvia Law has agreed in writing to receive it for a defined purpose.

How We Use Information

We may use information to respond to inquiries, evaluate whether we can represent a person or organization, conduct conflicts checks, provide legal and compliance services, develop and improve client-specific compliance workflows, maintain security, comply with legal and professional obligations, administer our business, and communicate with clients and prospective clients.

Legal and Compliance Advisory Data

In sanctions, export controls, corporate compliance, immigration, and RedZone-related matters, information may include highly sensitive business, regulatory, jurisdictional, counterparty, product, supply-chain, ownership, beneficial-ownership, screening, licensing, classification, internal-control, and risk-assessment information. We handle such information according to applicable legal, professional, contractual, and security obligations.

Sharing of Information

We do not sell client information. We do not share private information with outside parties without your consent.

Subject to the aforementioned consent requirement, we may share information with attorneys, firm personnel, approved technology providers, consultants, experts, co-counsel, translators, payment processors, security providers, or other service providers where appropriate to provide services, operate the firm, protect information, or follow client instructions.

We may also disclose information without obtaining consent where required or permitted by law, court order, professional obligation, or regulatory process.

AI and Technology Providers

Elyvia Law may use enterprise-grade artificial-intelligence, software-development, document-management, research, security, and productivity tools. When we use such tools for client-related work, we use firm-approved systems and apply confidentiality, access-control, review, and data-minimization practices appropriate to the matter.

Retention

We retain information for as long as reasonably necessary for legal services, conflicts checks, professional obligations, business operations, security, recordkeeping, legal compliance, or dispute resolution.

We may retain limited information after a matter ends where necessary to comply with law, professional obligations, archival requirements, or legitimate business needs.

Security

We use administrative, technical, and organizational safeguards designed to protect information against unauthorized access, disclosure, alteration, or loss.

No method of transmission or storage is perfectly secure, and clients should avoid sending highly sensitive information through insecure channels.

Individual Rights



Depending on where you are located and the nature of the information, you may have rights to request access, correction, deletion, restriction, portability, or other privacy-related action.

Some requests may be limited by legal, ethical, privilege, confidentiality, recordkeeping, or professional-responsibility obligations.

Contact

Privacy-related questions may be directed to Elyvia Law through the contact information listed on the firm website.

Document status: Public-facing policy draft for website, client onboarding, and engagement workflow use. Internal implementation procedures, security configurations, vendor contracts, and matter-specific instructions should be maintained separately.