

# Opt-Out Request for Data Sharing

We get it—privacy is personal, and some of you may prefer not to have your information shared on our platform. That's totally okay! If you'd like to opt out, we've made it easy for you. Just follow the steps below.

## Take Note:

- If you choose to opt out, your data will no longer appear in our dashboards or be used in any future summaries and reports.
- Any reports or summaries created before your opt-out request can't be updated. That said, we promise all data we used in the past was anonymized and aggregated, so none of it was tied to you personally.
- Keep in mind: this choice is final, and right now, we don't have a way to reverse it. So, take a moment to make sure this is the right decision for you.

## Steps to Opt Out

1. Send us an email at [ops@paygap.com](mailto:ops@paygap.com) **from the email address you want to opt out**. This helps us confirm your request. (Be sure to include “**Opt-Out Request**” in the subject line so we can spot it quickly!)
2. Once we process your request, we'll send you a confirmation email to let you know it's been done.

We appreciate your trust and are committed to protecting your privacy. If you have any questions, don't hesitate to reach out at [ops@paygap.com](mailto:ops@paygap.com).