DATA PROCESSING ADDENDUM (DPA)

1. Applicability

This DPA applies where Aimyable processes "Personal Data" (as defined by GDPR, CCPA, or similar laws) on behalf of the Customer in the course of providing the Software services.

2. Roles of the Parties

Customer is the "Controller" or "Business": You determine why and how the data is collected.

Aimyable is the "Processor" or "Service Provider": We only process the data to provide the services requested by you.

3. Processing Instructions

Aimyable will process Personal Data only:

To provide the Software services (e.g., extracting data from invoices).

In accordance with the Customer's documented instructions.

As required by applicable law.

4. Data Security

Aimyable shall implement commercially reasonable technical and organizational measures to protect Personal Data, including:

Encryption: Data is encrypted at rest and in transit.

Access Control: Access is limited to authorized personnel needing it for service delivery.

Confidentiality: All Aimyable personnel are bound by strict confidentiality obligations.

5. Sub-processors

Customer grants Aimyable general authorization to engage sub-processors (e.g., AWS, OpenAI, or Google Cloud). Aimyable will maintain a list of these sub-processors and ensure they are bound by data protection terms no less restrictive than those in this DPA.

6. Data Subject Rights

If a person (e.g., one of your vendors or employees) contacts Aimyable to exercise their privacy rights (right to delete, right to access), Aimyable will forward that request to the Customer. Aimyable will provide reasonable assistance to the Customer to fulfill such requests.

7. Security Incident Notification

In the event of a confirmed Security Incident involving Customer’s Personal Data, Aimyable shall notify Customer without undue delay after becoming aware of the Security Incident. Such notification may be provided in phases as information becomes available. Aimyable shall use commercially reasonable efforts to investigate, mitigate, and remediate the Security Incident and shall provide Customer with information reasonably necessary for Customer to meet its own legal obligations.

8. Deletion or Return

Upon termination of the Agreement, Aimyable will delete or return Personal Data at the Customer's request, unless legally required to retain a copy for tax, audit, or compliance purposes.