

Privacy Policy

Last updated July 12, 2026

Please read this Privacy Policy carefully. By installing or using the DocLens browser extension, our website, or any other current or future product, feature, application, or service that DocLens ("DocLens", "Company", "we" or "us") provides (jointly and severally referred to as the "Extension", "Website", "Platform" or "Services"), you agree to the terms of this Privacy Policy. If you do not agree with the terms of this Privacy Policy, please do not install or use the Services.

This Privacy Policy is incorporated into the Terms of Service between DocLens and you (the "Agreement"). Capitalized terms not defined herein shall have the meaning ascribed to them in the Agreement. This Privacy Policy applies to the Services as they exist today and as they may be modified, expanded, or supplemented at any time in the future, including through the addition of new features described below.

What DocLens does

DocLens provides tools that help you search inside your own Google Docs and Google Drive, including surfacing matching passages from within documents and navigating directly to them. The Services may be provided through a browser extension, a website, and/or other applications or interfaces, whether now existing or later developed.

This Policy is written to cover how DocLens operates now and how it may operate in the future

DocLens is an evolving product. The specific technical architecture described in this Policy — including whether particular data is processed locally on your device, transmitted to a DocLens-operated server, or processed by a third party on our behalf — may change over time as we add features, introduce paid plans, improve reliability, or for any other business reason, in our sole discretion. This Policy is intended to give you a broad and durable understanding of the categories of information we may collect and how we may use them, rather than to guarantee any particular technical implementation at any given time.

Without limiting the generality of the foregoing, DocLens reserves the right to, at any time, with or without prior notice: (a) operate one or more backend servers to support the Services, including for account management, billing, synchronization, analytics, or any other purpose; (b) require or offer account registration, including sign-in via Google or other third-party authentication ("OAuth") providers; (c) request additional permissions or scopes from your Google account beyond what is used today, including but not limited to Gmail, Google Calendar, or Google Contacts, where relevant to a feature you choose to use; (d) introduce paid subscription plans, billing systems, and associated customer records; and (e) use analytics, error-reporting, or similar tools to understand and improve the Services. Where such changes materially affect how your personal information is collected or used, we will update this Policy as described in the "Changes to this Privacy Policy" section below.

What personal information may DocLens collect?

Depending on which features of the Services you use, and how the Services are implemented at any given time, DocLens may collect and store the following categories of information, directly from you, automatically through your use of the Services, or from third parties:

- Identifiers, such as your name, email address, and account credentials, if and when account registration is introduced or used;
- Information obtained through Google OAuth or similar authentication, if and when such sign-in methods are offered and you choose to use them, which may include your Google account's basic

profile information and, where you grant additional permissions, other Google data relevant to a feature you enable;

- Commercial and billing information, such as payment method details (processed by our third-party payment processor), billing address, and transaction history, if and when paid plans are introduced;
- Content and metadata relating to the documents you search, including cached document text, titles, and search queries, which may be stored locally in your browser, on DocLens servers, or both, depending on the current implementation of the Services;
- Usage data and device information, such as browser type, extension version, session activity, crash reports, and similar diagnostic or analytics information;
- Your preferences and settings within the Services, such as appearance/theme settings;
- Any information you voluntarily provide to us, such as through a support request, contact form, feedback submission, or job application;
- Inferences drawn from any of the foregoing, for purposes of improving or personalizing the Services.

We may collect any of the foregoing categories of information now or in the future, regardless of whether a particular feature described above is active at the time you read this Policy. The absence of a currently active feature (such as account registration) does not limit our right to introduce it, nor does it limit the scope of this Policy.

How does DocLens use this information?

DocLens may use the information described above for any of the following purposes, and for any other purpose disclosed to you at the point of collection:

- To provide, operate, maintain, and improve the Services;
- To process payments and manage billing, if and when paid plans are offered;
- To communicate with you, including sending updates, notices, security alerts, support responses, and, where permitted, marketing or promotional communications;
- To personalize and improve your experience with the Services;
- To monitor, analyze, and improve the performance, reliability, and security of the Services;
- To enforce this Policy, our Terms of Service, and any other applicable agreements;
- To comply with applicable law, respond to lawful requests by public authorities, and assist law enforcement agencies as required;
- To investigate, prevent, or take action regarding fraud, security incidents, or violations of our terms;
- To evaluate or complete a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of DocLens's assets;
- For any other purpose disclosed to you in connection with your use of the Services, or with your consent.

Important notice about privacy of persons under the age of 16

The Services are not intended for use by persons under the age of 16. If you are not 16 years old or older, you may not use the Services and must not provide us with any personal details. DocLens does not knowingly collect or solicit any information from anyone under the age of 16, and encourages parents to monitor their children's use of the web and of browser extensions. If DocLens becomes aware that it has collected

personal information from a child under 16 without verifiable parental consent, it will take reasonable steps to delete such information.

How does DocLens share information with others?

DocLens may share the information described above with others in the following circumstances, among others:

- With service providers, contractors, and vendors who perform services on our behalf, such as hosting, payment processing, analytics, customer support, and email delivery, who are contractually obligated to protect your information and use it only for the purposes we specify;
- With our affiliates, subsidiaries, and parent companies, for any purpose consistent with this Policy;
- If required by law, regulation, legal process, or governmental request, or if we believe disclosure is necessary to establish, exercise, or defend our legal rights;
- If we believe disclosure is necessary to investigate, prevent, or take action regarding suspected fraud, security or technical issues, or violations of our terms;
- If we believe disclosure is necessary to protect the safety of any person, or to prevent imminent harm to persons or property;
- In connection with, or during negotiations of, any merger, sale of company assets, financing, or acquisition of all or a portion of our business by another company, provided the receiving party agrees to be bound by this Policy or a substantially similar one;
- With your consent, or at your direction;
- In aggregated, anonymized, or de-identified form, which does not identify you personally, for any business purpose, including analytics, research, and marketing, without restriction.

We do not sell your personal information for monetary consideration. Where applicable law defines "sale" or "sharing" more broadly (for example, in connection with certain advertising or analytics arrangements), we will comply with applicable opt-out or consent requirements for any such practice we engage in.

Cookies, local storage, and similar technologies

The Services may use cookies, browser extension storage (such as Chrome's storage API), web beacons, SDKs, and similar technologies now known or later developed, for purposes including operating core functionality, remembering your preferences, security, analytics, and, where applicable, advertising. Where the Extension currently uses browser-local storage rather than traditional website cookies for a given feature, we reserve the right to change the underlying technology at any time, including to support server-side account features, without that change independently triggering a new version of this Policy, provided the categories of information and purposes remain consistent with this Policy.

How can you access, correct, or delete your information?

Where the Services store information locally in your browser, you can typically clear that information using in-product controls (such as a "Clear Cache" option) or by uninstalling the Extension. Where DocLens holds information on a server (whether now or in the future, including through any account you may register), you may request access to, correction of, or deletion of that information by contacting us using the "How to get in touch" section below, subject to our verification of your identity and any exceptions permitted by applicable law.

We may retain information for as long as necessary to fulfill the purposes described in this Policy, to comply with our legal obligations, resolve disputes, and enforce our agreements, even after you stop using the Services or request deletion, to the extent permitted by applicable law.

How does DocLens secure your information?

DocLens and third parties acting on our behalf implement information security measures designed to protect your information, appropriate to the nature of the information and the manner in which it is processed at any given time. However, no method of transmission or storage is completely secure, and we cannot guarantee absolute security. You are responsible for maintaining the confidentiality of any account credentials associated with your use of the Services.

Links to other websites

Our Services may include links to other websites or platforms, including the Chrome Web Store and Google's own products, which we consider may be informational or useful to you. We do not control and are not responsible for the privacy practices or content of any third-party websites. We recommend that you review the privacy policies of any third-party websites you visit.

Specific provisions for California residents

This section applies solely to residents of the State of California and describes your rights under the California Consumer Privacy Act ("CCPA") and related California law.

Categories of personal information we may collect

In the preceding twelve (12) months, we may have collected one or more of the categories of personal information described under "What personal information may DocLens collect?" above, including identifiers, commercial information, internet or other electronic network activity information, geolocation data (to the extent derived from IP address), professional or employment-related information (for job applicants), and inferences drawn from the foregoing.

Our use and disclosure practices

We use and disclose personal information for the business purposes described under "How does DocLens use this information?" and "How does DocLens share information with others?" above. In the preceding twelve (12) months, we have not sold personal information for monetary consideration.

Your rights as a California resident

- The right to know and access the specific pieces and categories of personal information we have collected about you, our sources for that information, our purposes for collecting it, and the categories of third parties with whom we share it;
- The right to request deletion of personal information we have collected from you, subject to certain exceptions;
- The right to correct inaccurate personal information we maintain about you;
- The right to opt out of the sale or sharing of your personal information, to the extent applicable;
- The right to non-discrimination for exercising any of these rights.

Exercising your rights

To exercise the rights described above, please submit your request using the "How to get in touch" section of this Policy. We will verify your identity before responding, and will respond within the time periods required by applicable law.

Geographic scope

The Services are intended solely for individuals located in the United States, and DocLens offers and operates the Services on that basis. DocLens makes no representation that the Services are appropriate, legally permitted for use, or available in any location outside the United States. If you choose to access or use the Services from outside the United States, you do so on your own initiative and are solely responsible for compliance with applicable local laws.

Where is my information processed?

Your information may be processed and stored in the United States or in other jurisdictions where DocLens, its affiliates, or its service providers operate, at our discretion. By using the Services, you consent to the transfer of your information to, and its processing in, such jurisdictions, which may have data protection laws different from those in your jurisdiction.

Job applications

If you apply for a position with DocLens, we collect applicants' personal data solely for our internal recruitment purposes, including communication with applicants, evaluation of applications, and the hiring process.

Enforcement

DocLens is doing its utmost to comply with this Privacy Policy. If you have any questions, concerns, or complaints regarding this Privacy Policy and its enforcement, please contact us using the "How to get in touch" section below.

Changes to this Privacy Policy

DocLens may change and update the terms of this Privacy Policy from time to time, in its sole discretion, including to reflect new features, products, legal requirements, or business practices such as those described above. Changes will take effect seven (7) days after their initial posting, unless we amend this Privacy Policy to comply with legal requirements, in which case the amendments will become effective as required or ordered. Your continued use of the Services after any such change constitutes your acceptance of the revised Policy. The date this Privacy Policy was last revised is at the top of this page.

How to get in touch

You can always contact us by e-mail provided on our website.