

# ZELY NOTE PRIVACY POLICY

Last Updated: October 10, 2025

This Privacy Policy describes how Zely Note ("the Company", "we", "our", "us") collects, uses, and protects information in connection with our mobile application ("the App"). Zely Note is designed as a voice-first, offline note-taking tool focused on privacy and user control. All processing and storage occur locally on the user's device.

**1. INFORMATION WE COLLECT** Zely Note does not collect, transmit, or store user data on remote servers. All transcripts, audio snippets, embeddings, note metadata, settings, and queued recordings are written to the local filesystem or SQLite database and never leave the device. Raw audio is discarded immediately after transcription.

Optional sign-in through Apple ID is available solely to unlock settings synchronization. Note content, transcripts, and embeddings are never uploaded or transmitted. Zely Note does not integrate with analytics SDKs, crash reporting frameworks, or advertising platforms.

**2. MICROPHONE AND SPEECH PERMISSIONS** The App requires microphone access to record voice input and, if enabled by the user, speech recognition. All speech-to-text operations are handled locally by the default iOS speech framework. Users may optionally enable Groq Whisper transcription; in that case, short audio snippets are securely sent to Groq's servers for transcription, but are not retained or stored once the response is returned. This setting is opt-in and clearly disclosed within the App.

**3. LOCAL DATA PROCESSING** Zely Note performs all note formatting, summarization, and embedding-based semantic search directly on-device. No third-party servers or APIs are used for these functions. Deterministic AI prompting is executed locally for formatting and structuring text output.

**4. DATA SECURITY** Sensitive configuration data, such as biometric settings or premium license information, is encrypted using Keychain or SecureStore. Notes are written atomically to prevent corruption. Users may enable biometric lock to restrict app access.

**5. DATA RETENTION AND DELETION** Because data remains entirely on-device, users have full control. All content may be exported or deleted directly through the App's settings. Deleting the App also permanently removes all associated data from the device.

**6. THIRD-PARTY SERVICES** The only optional third-party interaction occurs if a user enables Groq Whisper for transcription. This feature is off by default and requires explicit consent. Groq does not retain user audio data beyond processing the request. No other external APIs or SDKs are integrated.

**7. MONETIZATION AND SUBSCRIPTIONS** Zely Note offers subscription plans managed exclusively through Apple's StoreKit. Subscription status is verified locally via the App Store framework. No behavioral tracking, analytics, or server-based entitlement checks occur. All subscription logic is self-contained on-device.

**8. CHILDREN'S PRIVACY** Zely Note is not directed to children under 13 and does not knowingly collect personal information from any child. If a parent or guardian believes that a child has used the App and wishes to remove associated data, they can delete the App to ensure full data erasure.

**9. CHANGES TO THIS POLICY** We may update this Privacy Policy from time to time. Any significant updates will be reflected within the App, along with the updated effective date. Continued use of the App after changes constitutes acceptance of the updated policy.

10. CONTACT US If you have questions regarding this Privacy Policy, please contact us at:  
[support@zelynote.app](mailto:support@zelynote.app)