

## **Privacy Policy:**

This following document sets forth the Privacy Policy for the Property Management S.A website, (Property Management S.A PTY LTD - ACN: 661 722 603: ABN 53 661 722 603: RLA 321 758): <http://www.pmsa.com.au>

*Property Management S.A* is bound by the Privacy Act 1988 (Cth), which sets out a number of principles concerning the privacy of individuals.

By being on this website you are agreeing to the Privacy Policy set out below.

## **Privacy Policy**

### **Information About You:**

We collect personal and Non-Personal Information Registration and Transactional Data. When you register on our site, we may collect various kinds of Personal Information including your name, e-mail address, address, and phone number. When you make purchases from our Site, we may collect purchasing information such as product orders, shipping address(es), and credit card information.

Except as disclosed in this policy, we DO NOT sell, rent or disclose information or make it possible for other parties to contact them directly without our guests' consent.

### Sharing of your personal information

We may occasionally hire other companies to provide services on our behalf, including but not limited to handling customer support enquiries, processing transactions or customer freight shipping. Those companies will be permitted to obtain only the personal information they need to deliver the service. *Property Management S.A* takes reasonable steps to ensure that these organisations are bound by confidentiality and privacy obligations in relation to the protection of your personal information.

### **Use of your personal information:**

We respect your rights to access personal information we have collected about you at any time and make changes you deem appropriate.

For each visitor to reach the site, we expressly collect the following non-personally identifiable information, including but not limited to browser type, version and language, operating system, pages viewed while browsing the Site, page access times and referring website address. This collected information is used solely internally for the purpose of gauging visitor traffic, trends and delivering personalized content to you while you are at this Site.

From time to time, we may use customer information for new, unanticipated uses not previously disclosed in our privacy notice. If our information practices change at some time in the future we will use for these new purposes only, data collected from the time of the policy change forward will adhere to our updated practices.

### **Customer Service Correspondence.**

We may collect information that identifies you personally when you submit comments, questions or suggestions to our support department so we can respond to you efficiently.

### **Changes to this Privacy Policy**

*Property Management S.A* reserves the right to make amendments to this Privacy Policy at any time. If you have objections to the Privacy Policy, you should not access or use the Site.

### **Accessing Your Personal Information**

You have a right to access your personal information, subject to exceptions allowed by law. If you would like to do so, please let us know. You may be required to put your request in writing for security reasons. *Property Management S.A* reserves the right to charge a fee for searching for, and providing access to, your information on a per request basis.

### **Legal Requirement:**

We may disclose personal information if required to do so by law or in the good-faith belief that such action is necessary to:

conform with the law, respond to claims or comply with legal process served on the site protect and defend our rights or property, the Site, our employees, guests or the public

### **Links to Other Sites:**

Please be aware that we provide links to third-party Web sites as a service to our guests, and that we are not responsible for the content or information collection practices of those pages.

### ***Cookies And Other Tracking Methods.***

Property Management S.A track traffic patterns throughout the URL's (web-sites) registered to us. We may use a feature of your browser called a 'cookie'. Cookies by themselves cannot be used to find out your identity or the identities of any of our users - they only identify your computer to our servers when you visit our site.

Cookies are small pieces of information stored on your hard drive, not on our site, to help you navigate a website as easily and as quickly as possible.

### **Contact:**

*Property Management S.A* welcomes your comments regarding this Privacy Policy. If you have any questions about this Privacy Policy and would like further information, please contact us by any of the following means.

Call: 0438 064 362

Post: Attn: Privacy Policy - Property Management S.A PTY LTD

PO BOX 146, Victor Harbor, SA 5211

(RLA 321 758)