

## PRIVACY POLICY

### Saradane Steel Pty Ltd trading as Adults Only Car Shop

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Saradane Steel Pty Ltd ACN 126 758 969 t/a Adults Only Car Shop ('the Company') treats any information received by you confidentially.

This Privacy Policy sets out the manner in which the Company collects, uses and protects your personal information (which is any information about you that identifies you, or by which your identity can be readily ascertained).

The Company (including its related entities and bodies corporate) collects personal information from its customers for purposes relating to the products and services it offers. These purposes include:

- To consider enquiries made by you to us;
- To maintain our relationship with you;
- To allow us to communicate with a buyer;
- To allow you to list your item/s and for you to communicate with a potential buyer;
- To send e-newsletters and other marketing communications;
- To help us develop and identify products and services that may interest you;
- To maintain our relationship with you;
- To perform our internal administration and operations (including accounting, reporting, risk management, record keeping, systems development and testing and staff training);
- To comply with legislative or regulatory requirements.

#### **How do we collect Personal Information?**

Where possible, the Company collects your personal information directly from you when you deal with us over the telephone, send us correspondence (whether by letter, fax or email), visit our website or when you have contact with us in person.

Our website may also offer interactive facilities, such as customer enquiry or comment forms, where personal information may be collected. In addition, we may obtain personal information from third parties.

#### **What Personal Information do we collect?**

The types of personal information that we collect from you will depend on the circumstances of collection and on the type of service you request from us.

Personal information may include name, address, email address and telephone numbers.

When you visit the website, our host records your server address, domain name, the date and time of your visit, and the pages viewed. This information may be collected by using cookies (data sent to your web browser which generally allows our site to interact more efficiently with your computer). If you disable the

use of cookies, your use of our website may be affected. Information collected about your visit to our website is retained for statistical and website development purposes and is not in a form which would enable us to identify you.

### **Disclosure of Personal Information**

In providing you with a service, we may sometimes need to disclose your personal information to others. It is generally our policy not to disclose information to external organisations, however, examples of the types of organisations we may need to disclose information to in the course of providing a product or service are:

- Related bodies corporate;
- Insurers and financiers;
- Legal and accounting advisors;
- A person outside the Company who is contracted to provide a particular product or service on our behalf;
- Regulatory bodies, government agencies, law enforcement agencies and courts, and other parties we are authorized or required by law to disclose information to.

### **Access to Personal Information**

We will, on request, provide you with access to the information we hold about you, unless there is an exception under the National Privacy Principles.

Access to personal information may be refused in a number of circumstances, such as where the information relates to anticipated legal proceedings or the request for access is frivolous or vexatious.

### **Data Security**

Security of personal information is important to us and we take all reasonable precautions to protect personal information from misuse, loss, unauthorized access, modification or disclosure.

### **Keeping your Personal Information up-to-date**

If the personal information we hold about you is inaccurate, incomplete or out-of-date, please contact us and we will take reasonable steps to either correct this information, or if necessary, discuss alternative action with you.

### **Third Party Websites**

Our website may contain links to websites which are owned or operated by third parties independent of the Company. Those websites should contain their own privacy statements and their owners or operators are responsible for informing you about their security and privacy practices.

## **Our Contact Details**

Saradane Steel Pty Ltd trading as Adults Only Car Shop  
PO Box 303  
MAROOCHYDORE QLD 4558  
Email: [Info@acarshop.com.au](mailto:Info@acarshop.com.au)