

PRIVACY POLICY

Ezy Sign Solutions respects your privacy. We are committed to handle sensitively and securely any personal information provided by our customers. This Privacy Policy has been provided so you know about our online personal information practices.

This privacy policy has been provided to advise you of what information is collected by accessing our website. How that information is collected when accessing, or using our website. How we handle any personal information received. How we ensure all information collected is treated securely and in accordance with the requirements of the *Privacy Act 1988* (Cth).

Personal information provided to us is to be used for enquiries and rental purposes or to provide another lawful purpose to our customers. Customer contact and enquiry details submitted will be stored securely.

Information Collected

You are under no obligation to provide us with personal information to access our website. Personal information may be required to complete an online enquiry or receive email updates for product information if you agree to use these services. All information Ezy Sign Solutions collected through the course of normal business dealings remains confidential.

Use of Information Collected

Ezy Sign Solutions may gather and process the information:

(a) Which you may provide when accessing the Website, such as your name, address, e-mail address and other personal information about you; and

(b) Regarding the way in which you use the Website including, without limitation, information acquired through the use of "cookies" programmed during the accessing of the Website.

All personal information will only be used for the relevant purpose(s) that the information was submitted for by the Customer.

Storage and Security of Information Collected

Ezy Sign Solutions takes all reasonable precautions to ensure that any personal information received remains confidential and security safeguards as it is reasonable in the circumstances to take, against loss, against unauthorised access, use, modification or disclosure, and against other misuse.

You should note that no data transmission over the Internet can be guaranteed to be 100% secure. Accordingly, if you use our website at signs@ezygroup.net to submit any personal information to us, we cannot ensure or warrant the security of any information sent to us in this way. This is also true for information sent to us via email. Ezy Sign Solutions has no way of protecting that information until it reaches us.

It may be necessary to disclose some personal information to third parties, including other members of the Ezy Group. Ezy Sign Solutions takes all reasonable precautions to ensure third parties only use the information provided to them for the relevant purpose. No personal information will be disclosed to any other third party without your consent.

Consent

Customers who do not wish to have their personal information used to continue to receive promotional or product information, may contact us to have their email address removed from our mailing list. Details of how to contact us are set out on our contact page.

Access to Records containing Personal Information

No personal information will be disclosed to any other third party without your consent unless it is required or authorised to refuse to provide the individual with access to that record under the applicable provisions of any law of the Commonwealth or Queensland that provides for access by persons to documents. Customers may request to see their personal information that we record by forwarding a signed written request to us with relevant supporting identification documents.

Alteration of records containing Personal Information

Ezy Sign Solutions will take all reasonable precautions to ensure that customer records are appropriately maintained so the records are accurate, relevant, up to date, and complete.

If you believe that any of the information that we hold about you is not current or incomplete, please let us know. We take reasonable steps to ensure that we hold current information about you but it is very helpful if you can pass on to us any changes to your personal details or preferences. Details of how to contact us are set out on our contact page.

Check Accuracy of Personal Information

Ezy Sign Solutions will take all reasonable precautions to ensure your personal information shall not be used without taking reasonable steps to ensure that, having regard to the purpose for which the personal information was provided.

Website and Email

In general, you can browse our website without providing any personal information. We are, however, able to determine your IP Address. Your IP address is used to help diagnose problems, to administer our website, to measure the use of our website and to improve the content of our website.

Ezy Sign Solutions will take all reasonable precautions to ensure email promotions and product information is sent only to customers that consent or request that service.

Limits on use and disclosure of Personal Information

Ezy Sign Solutions will not use or disclose the information collected for any other purpose unless the individual concerned has consented to use of the information for that other purpose or required by law.

Changes to Policy

We reserve the right to modify this policy as business needs change and/or legislation requires.