

PRIVACY POLICY

1. National Privacy Principles

- (a) Avenue Auctions is committed to maintaining the privacy and confidentiality of personal information. We believe that the responsible use of personal information collected is critical to our business objectives and reputation.
- (b) Avenue Auctions is subject to the Commonwealth *Privacy Act 1988* and accordingly will adhere to the National Privacy Principles (NPPs) when collecting, using, disclosing, securing and providing access to personal information.
- (c) As part of our commitment to privacy, we have adopted this Privacy Policy which deals with the management of personal information. The contents of this Privacy Policy are subject to change and are not intended to create a contract between Avenue Auctions and any individual or entity that provides us with personal information.

2. Personal Information Collection

- (a) We may invite you to register with us or to provide information about yourself.
- (b) The extent and type of personal information we receive from you depends on the information you provide to us through our contact mailboxes, through any registration process, through our website and/or when you request services.
- (c) In order for us to provide you with goods or services or otherwise to deal with you we generally require your name, address and contact details. The type and amount of information necessary will vary depending on the services you require.
- (d) Avenue Auctions understands the importance of protecting children's privacy. Our website is not intentionally designed for or directed at children under the age of 13 years. It is our policy never to knowingly collect or maintain information about anyone under the age of 13.

3. Use and Disclosure of Personal Information

- (a) We use the personal information which you provide to deliver services most suited to your needs.
- (b) We use your personal information to respond to your requests, to provide you with information about our services and to provide any of services. For example, if you send us an e-mail message requesting information about Avenue Auctions, we will use your e-mail address and other information you supply to respond to your request.
- (c) We may use your personal information to inform you about other Avenue Auctions services from time to time, however, we will give you an opportunity to decline to receive such communications.
- (d) The personal information you provide to us will be retained only for as long as necessary to fulfil the purposes for which the information was collected or as required by law.

- (e) We do not share personal information with third parties except as necessary to provide our goods or services or as required by law or other legal processes, and we never sell your personal information.
- 4. Data Quality, Access and Quality
 - (a) Avenue Auctions takes reasonable steps to ensure that the personal information it collects, uses or discloses is accurate, complete and up-to-date.
 - (b) You can contact us at any time to view and update your information as and when required. You can also advise us of changes by e-mail, telephone or letter.
- 5. Data Security
 - (a) Avenue Auctions has technological and operational security policies and procedures in place to protect your personal information from loss, misuse, alteration or unintentional destruction.
 - (b) Our personnel who have access to personal information have been trained to maintain the confidentiality of such information.
- 6. Further Information
 - (a) Avenue Auctions recognises its responsibility for protecting the privacy of your personal information. If you have questions or comments about our administration of your personal information, please contact us at admin@avenueauctions.com.au You may also use this address to communicate any concerns you may have regarding compliance with our Privacy Policy.