

Privacy Collection Statement – IMAGINE Homewares and Hampers

Information collected

When you submit an order to purchase goods, IMAGINE Homewares and Hampers a product brand proudly developed by Greenacres Disability Services (Greenacres), collects personal information including but not limited to:

- Your name
- Email address
- Phone number
- Your Address
- Credit Card information.

Your information is collected so we can:

- Process a payment against your credit card for the purchase of goods from IMAGINE Homewares and Hampers (Greenacres)
- Contact you if further information is required in relation to your order
- Deliver your purchased goods to you (if required).

If you do not provide this information, we may not be able to process your order request.

Authorisation to collect information

Greenacres collects personal information in accordance with the Privacy Act 1998 (Cth) for the purpose of processing orders for the purchase of goods.

You can access your information

You are entitled to gain access to the personal information held about you by Greenacres Disability Services by speaking to an Engagement Officer at <u>customerservice@greenacres.net.au</u> or contacting the Privacy Officer at <u>privacy@greenacres.net.au</u>

Who do we share your information with?

When you purchase goods from Greenacres we:

• Take your order using a secure eCommerce service, WordPress WooCommerce. Your personal information is stored securely in Australia. WordPress and Greenacres do not store your full credit card information at any time.



- Process your transaction securely. Information including your name, address and credit card information is securely provided to Square AU PTY. Square AU PTY processes the payment against your credit card. Your credit card information is stored against the transaction in an encrypted format with only the last 4 digits and expiry date visible to Greenacres. Further information about Square privacy and security is located here <u>https://squareup.com/help/au/en/article/3796-privacy-andsecurity</u>
- Provide sufficient information to a logistics supplier to deliver goods to you. Your name, contact and address details are securely provided to a freight logistics supplier and courier service to deliver your purchased goods to you (if delivery is requested).

We will not share this information with any other party, except as required or authorised by law or as stated in our <u>Privacy Policy</u>

We do disclose your personal information to a company, Square AU PTY, which hosts data outside of Australia including but not limited to the US and Europe. In all locations your information is held subject to the Privacy Act 1998 (Cth). <u>Square AU PTY privacy policy</u>, <u>https://squareup.com/au/en/legal/general/privacy</u>

Email Subscription and Marketing Communications

Collection of Personal Data:

When you subscribe to our newsletter or opt in to receive marketing communications from us, you are voluntarily providing us with your email address and, optionally, other personal information. This information is collected for the purpose of sending you promotional materials, updates about our products, and other marketing communications that may be of interest to you.

Use of Personal Data for Marketing:

By subscribing, you agree that we may retain your email address and any other provided information in our database for the purpose of direct marketing. We will use this information to tailor our communications to better suit your interests, ensuring that we deliver content that is relevant and beneficial to you.

Consent and Unsubscription:

Your consent to receive marketing communications is voluntary, and you may withdraw it at any time. Every marketing email we send includes an option for you to unsubscribe from future mailings. Upon opting out, your email address will be removed from our marketing distribution lists, although we may still retain it for record-keeping and compliance purposes.

Protection and Privacy of Your Information:

We are committed to protecting the privacy and security of your personal information. Your data will be stored securely and will not be shared with third parties for their marketing purposes without your explicit consent. We adhere to industry-standard practices and take reasonable precautions to safeguard your information from unauthorised access, disclosure, modification, or loss.



Changes to Our Privacy Policy:

We reserve the right to amend this privacy policy at any time to reflect changes in our practices or the law. We will notify you of any significant changes and will always post the most current version on our website.

Privacy Policy

For more information about how we collect, hold and use personal information including how to access and correct your personal information, please refer to our <u>Privacy Policy</u>

Our details Greenacres Disability Services ABN: 93 001 157 688 Address: 4 Ralph-Black Drive, North Wollongong, New South Wales, 2500 Email: privacy@greenacres.net.au

Phone: 1800 462 446