### Paper Sailors Rock Pty Ltd

## **Privacy Policy**

At Paper Sailors Rock, we are committed to protecting your privacy as an online visitor to our website. We use the information we collect about you to maximize the services that we provide to you. We respect the privacy and confidentiality of the information provided by you and adhere to the Australian Privacy Principles. Please read our privacy policy below carefully.

## Information collection, use, and sharing

We are the sole owners of the information collected on this site. We only have access to/collect information that you voluntarily give us via a form on this website, email or other direct contact from you.

We will not sell or rent this information to anyone.

We will use your information to respond to you, regarding the reason you contacted us. We will not share your information with any third party outside of our organisation, other than as necessary to fulfill your request, e.g. to provide the service you purchased. Unless you ask us not to, we may contact you via email in the future to tell you about new product releases, services, offers, or changes to this privacy policy.

## Your access to and control over information

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us via the email address or phone number given on our website:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

#### Security

We take precautions to protect your information. When you submit sensitive information via this website, your information is protected both online and offline.

Only employees who need the information to perform a specific job (for example, billing or customer service) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

# **Updates**

Our Privacy Policy may change from time to time and all updates will be posted on this page.