



# Privacy

Coverit is committed to protecting your personal information and complying with applicable legislative requirements such as the Commonwealth Privacy Act 1988.

In order to do this, we have adopted the following policy in relation to how we handle personal information.

## **COLLECTION**

At Coverit, we are constantly striving to make our development projects and products relevant and appropriate to the needs of our current and future customers.

We collect your personal information for the purpose of advising and updating you about our products and services which may be relevant to your needs. These products and services may be those of Coverit and/or our partners.

The personal information we collect concerns matters such as your contact details and warranty related information. We collect your personal information directly from you either on our website, on forms completed by you or in personal meetings with you.

Another way that we may collect information is through the use of 'cookies' on our website. This information may be used to identify repeat visitors to our website and areas of our website which visitors find interesting. If you disable the 'cookies' on your browser, it may limit your ability to access the website.

## **ACCURACY, SECURITY AND ACCESS**

You may request access to your personal information which we hold and request that any inaccuracies in the information be corrected or updated. The contact person for any such requests is set out at the end of this policy.

We will take all reasonable steps to ensure that we protect all personal information which we hold from any misuse, loss and unauthorised access, modification or disclosure. These steps include appropriate IT security applications and training for our staff.

We will take all reasonable steps to destroy or de-identify personal information which we hold when it is no longer needed.

You may also request that we destroy your personal information if you no longer wish to receive information from us.



## **USE AND DISCLOSURE**

We will use your personal information for the purpose of advising you of appropriate products and services. We may also use your personal information for the purpose of conducting research into improving our products and services but will take steps to de-identify the information wherever possible.

We will only disclose your information to our partners in our projects for the purpose of identifying and developing appropriate products and services to meet your needs.

Any other use or disclosure will only be with your consent or where authorised or required by law.

## **CONTACT FOR PRIVACY ISSUES**

Should you have any queries, requests or complaints regarding how Coverit handles your personal information, please contact:

Mr Brian Wright - 1300 65 33 55