# PRIVACY POLICY

**1. OUR AIM**

Digital Rush Pty Ltd recognises that when you trust us with your personal information, you expect us to protect it and keep it safe. We are bound by the *Privacy Act 1988* (Cth) (‘Privacy Act’) and will protect your personal information in accordance with the *Australian Privacy Principles.*

**2. WHAT IS PERSONAL INFORMATION?**

Personal information includes any information or opinion, about an identified individual or an individual who can be reasonably identified from their information. In the course of operating our business, we may collect your name, address, contact details and ABN number.

**3. STATEMENT OF OUR COLLECTION & STORAGE POLICY**

It is Digital Rush Pty Ltd’s policy to only collect information which is necessary for it to fulfil its core business aims and to collect such information directly from the individual concerned where possible. Digital Rush Pty Ltd will inform the individual why the information is collected, the types of organizations to which it may be disclosed (if any) and the consequences for the individual if the individual fails to provide the information requested. In addition, where any law requires Digital Rush Pty Ltd to collect information, the individual will be advised of the name of that law.

Where Digital Rush Pty Ltd collects information about an individual, Digital Rush Pty Ltd will inform the individual that the individual may access the information and if necessary corrected. Digital Rush Pty Ltd reserves the right to charge a reasonable fee to provide a copy of the information held by Digital Rush Pty Ltd about the individual.

Much of the information we hold about you will be stored electronically in secure data centres which are located in Australia and/or in paper files. Digital Rush Pty Ltd is committed to taking all reasonable precautions to protect any personally identifiable information held by it from loss, misuse or alteration.

**4. STATEMENT OF POLICY REGARDING INFORMATION PROVIDED TO OBTAIN CREDIT**

If you have disclosed personal information in the course of an application for credit from Digital Rush Pty Ltd, the company will only disclose such information to the credit referees nominated by you, its credit rating agency, its legal advisers and collection agents to recover any debts due, for the purpose of dealing with your credit application. Should you fail to provide the information requested, your application for credit will not be processed.

**5. STATEMENT OF INDIVIDUAL’S ABILITY TO ACCESS & CORRECT INFORMATION**

Should you wish to access any information which Digital Rush Pty Ltd has about you, please contact:-

Privacy Officer

Digital Rush Pty Ltd

PO BOX 2020,

Normanhurst, NSW

Ph: 02 9987 2000

Email:accounts@digitalrush.com.au

We will endeavour to fulfill your request for access within a reasonable time (usually within 14 days). We may charge you a fee to obtain copies of the information held. If we refuse to provide you with information, we will inform you of the reason(s) such access is refused.