

Privacy Policy

Introduction

Bundava Pty Ltd (“Bunda”), is committed to protecting your privacy in compliance with the Privacy Act (Cth.) 1988.

Bunda takes the security and privacy of our customers seriously and this policy sets out how we handle information about you and your rights in respect of that information.

Our Handling of Your Personal Information

Bunda only collects your personal information directly from you that is voluntarily provided, and we endeavour to limit the personal information we collect to that which is necessary for our online retail services and activities. When collecting your personal information, we take reasonable steps to make you aware of the purposes for which the information is being collected by us.

Bunda will generally only use or disclose your personal information for the purpose for which we collect it, and for related purposes that we consider are within your reasonable expectations. Otherwise, we will seek your consent prior to using or disclosing your personal information for another purpose, unless we are required or authorized by law to do so without seeking your permission.

We will take reasonable steps to destroy your personal information when it is no longer needed by us.

IP Logs and Cookies

Bunda's web server automatically collects various items of information when you visit our web site, including:

- your IP ("Internet Protocol") address (which, in general terms, is a unique identifier assigned to your computer when it is connected to the Internet);
- the operating system and Internet browser software you are currently using; and
- the data that you download (such as web pages or other document files and software), and the time that you download it.

Although, in some circumstances, it may be possible to identify you from this information, we do not attempt to do so, and only use this information for analysing and improving the use of our website, system administration, and similar related purposes. This information is not disclosed to any other party.

Emails

We may collect personal information from you (such as your name, email address, and any other personal information you volunteer) if you send us email. We will use this personal information to contact you to respond to your message, and for other related purposes we consider would be within your reasonable expectations. We will not use or disclose any such information for any other purpose without your consent.

Registered User Areas

Bunda may collect personal information from you, including your name, email address and telephone number, if you choose to create a user name and password to log in to special areas of our site. You authorize and consent that we may use this personal information to:

- send you emails that contain information relating to our retail activities;
- send you emails such as product information, catalogues, pricing updates, sales or other promotional material. (You may elect to not receive this information at any time by editing your information online and updating your preferences);

- conduct surveys;
- market and/or promote our products and
- tailor web page results according to your requirements or preferences.

If you do not provide certain items of information, you may be unable to use these features of our website.

Protection and Transmission of Personal Information

If we receive your personal information, we will take reasonable steps to store it such that unauthorized access, modification, disclosure, misuse and loss are prevented (such as by the use of password protection).

Other Online Services

If any of our online retail services (including any email messages we send to you) contain links to other online services that are not maintained by us ("Other Services"), or if Other Services link to our online services, we are not responsible for the content of those Other Services or the privacy practices of the organisations that operate them, and by providing such links we do not endorse or approve the Other Services. This Privacy Policy applies only in respect of our online services.

Taking Care of your Data

Bunda will endeavour to protect your data against unauthorized or unlawful use.

Bunda uses secure socket layer technology (ssl). This means that when you place orders with us on our secure online ordering system, all of the information is encrypted or scrambled, so that the data you send is an unintelligible string of seemingly random characters. When these characters are received by our web server, the server's ssl software converts them back into useful information. The same thing happens with data you receive from our server. Your interactions are therefore private.

Access

You may contact us to request access to your personal information. If any personal information we hold about you is not accurate, complete or up-to-date, we will amend our records accordingly.

In addition, we provide online facilities which allow you to access and modify the personal information you provide to us.

Change of Policy

Bunda reserves the right to amend this Privacy Policy at any time. Any changes in this Privacy Policy will be reflected in the version that appears on our web site (which will always be the current version of this Privacy Policy).

Complaints

If you have a complaint, please contact us to discuss your concerns.

Contact Information

You may contact us:

- by mail: 488 George Street, NSW 2000, Australia
- by telephone: +61 (0) 2 9261 2210
- by facsimile: +61 (0) 2 9261 2216
- by Online Enquiry